



Horace City Council Meeting Agenda

Monday, March 20, 2023 – 6:00 pm

Fire Hall Event Center, 413 Main Street, Horace, ND 58047

1. Call to Order
2. Declare Quorum | Pledge
3. Approve Regular Agenda
4. Approve Consent Agenda
 - a. Vendor Invoices
 - b. Balance Sheet & Income Statement
 - c. Checks Written in February 2023
 - d. Water, Sewer, Storm, and Street Improvement District No. 2022-11 (Cub Creek Second Addition)
 - i. Reimbursement of Geotechnical Engineering Services to Dabbert Custom Homes
5. Approval of the City Council Meeting Minutes from March 6, 2023
6. Public Comment
7. Sheriff's Update | Craig Keller & Jake Murray, Cass County Sheriff's Department
8. Wall Avenue Purchase Agreements | Lukas Croaker, City Attorney
 - a. Discussion & Action
9. Water, Sewer, Storm, and Street Improvement District No. 2022-8 (66th Street) | Jim Dahlman, City Engineer
 - a. Review Bids Received and Consider Award
 - i. Discussion & Action
10. Water, Sewer, Storm, and Street Improvement District No. 2023-1 (Southdale Farms Sixth Addition) | Jim Dahlman, City Engineer
 - a. Petition for Improvements
 - i. Review and Acceptance
 - ii. Discussion & Action
 - b. Resolution Creating the District
 - i. Discussion & Action
 - c. Resolution Directing the Engineer to Prepare the Preliminary Engineering Report
 - i. Discussion & Action
11. Sewer Ordinance | Jim Dahlman, City Engineer
 - a. Discussion & Action



12. 7675 Jacks Way | Jace Hellman, Community Development Director
 - a. Rezone
 - i. Public Hearing
 - ii. Discussion & Action
 - b. Conditional Use Permit
 - i. Public Hearing
 - ii. Discussion & Action
13. Rezone Amendments | Jace Hellman, Community Development Director
 - a. Terra Gardens 3rd Addition
 - i. Revised Reading
 - ii. Discussion & Action
 - b. Cub Creek 2nd Addition
 - i. Revised Reading
 - ii. Discussion & Action
 - c. River's Edge 2nd Addition
 - i. Revised Reading
 - ii. Discussion & Action
14. Land Use Ordinance | Jace Hellman, Community Development Director
 - a. Update
15. Engineering/Public Works Report | Jim Dahlman, City Engineer
 - a. Construction Project Status
16. City Administrator Report | Brenton Holper, City Administrator
 - a. Easter Egg Hunt Update
 - b. Tax Equalization Meeting Reminder (Monday, April 17, 2023 – 5:30 pm at the Horace Fire Hall Event Center)
17. Portfolio Reports
 - a. Mayor Peterson
 - b. Councilmember Veit
 - c. Councilmember Burkland
 - d. Councilmember Landstrom
 - e. Councilmember Trudeau
18. Executive session held pursuant to N.D.C.C. § 44-04-19.1(9) to discuss negotiating strategy or provide negotiating instructions to its attorney or other negotiator regarding contracts for the purchase of real property related to the Wall Ave Project.
 - a. Executive session
 - b. Action after executive session
19. Adjourn

The next City Council Meeting is scheduled for **Monday, April 3, 2023, at 6:00 pm**

03/17/23
08:48:07

CITY OF HORACE
Claim Approval List
For the Accounting Period: 3/23

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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4158		11 AE2S	153.00						
	85932	03/07/23 Phase 120 Financial Services	153.00		BRENT	100 4151 310			1130
		Total for Vendor:	153.00						
4184		606 Awesome Electric LLC	1,765.00						
	419	02/13/23 Elec for Vid Sys @ Fire Hall	1,765.00			100 4151 310			1130
		Total for Vendor:	1,765.00						
4161		272 BUSINESS ESSENTIALS	39.80						
	615728	03/02/23 Jackets - Council	39.80			100 4152 422			1130
4182		272 BUSINESS ESSENTIALS	1,138.00						
	616751-1	03/14/23 envelopes-Util Billing	1,138.00			100 4152 410			1130
		Total for Vendor:	1,177.80						
4167		42 CASS COUNTY ELECTRIC	419.00						
	715854	03/06/23 106-173-2161 Babbling Brook	268.23			502 4151 351			1130
	715854	03/06/23 FRANCHISE FEES	5.36			502 4151 353			1130
	715854	03/06/23 Opration Round UP	0.41			502 4151 351			1130
	1163579	03/06/23 106-053-0060 Lift ST SA-13	72.06			502 4151 351			1130
	1163579	03/06/23 FRANCHISE FEES	1.44			502 4151 353			1130
	1163579	03/06/23 Opration Round UP	0.50			502 4151 351			1130
	1163447	03/06/23 106-173-1990 Lift STATION	69.15			502 4151 351			1130
	1163447	03/06/23 FRANCHISE FEES	1.38			502 4151 353			1130
	1163447	03/06/23 Opration Round UP	0.47			502 4151 351			1130
		Total for Vendor:	419.00						
		*** Claim from another period (2/23) ****							
4151		48 CASS COUNTY FINANCE	16,068.25						
	223/868	02/28/23 Contract Policing - Feb 23	16,068.25			100 4151 390			1130
		Total for Vendor:	16,068.25						
4162		51 CENTURY LINK	173.56						
	701-282-42	02/28/23 Telephone 701-282-4292	92.42			100 4151 356			1130
	701-492-62	02/28/23 Telephone 701-492-6232	81.14			100 4151 356			1130
		Total for Vendor:	173.56						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4181		55 CINTAS	124.11						
	4149247915	03/14/23 Floor Mats - City Hall	124.11			100 4151	381		1130
		Total for Vendor:	124.11						
4150		56 CITY OF FARGO	182.00						
	435560	03/02/23 Wastewater Lab Testing	140.00			502 4152	431		1130
	435561	03/02/23 Health Water Samples	42.00			501 4152	431		1130
4168		56 CITY OF FARGO	70.00						
	435949	03/08/23 Wastewater Lab Testing	70.00			502 4152	431		1130
		Total for Vendor:	252.00						
4165		374 CITY OF FARGO - UTILITY	6,651.00						
	60002468	03/07/23 68 Deer Creek PKWY	6,651.00			502 4152	453		1130
		Total for Vendor:	6,651.00						
4187		63 CORPORATE PAYMENT SYSTEMS	16,788.85						
	CC-68	03/01/23 Fuel Plow Truck	65.00			201 2125			1130
CASEYS GENERAL STORES				CC Accounting: 201-	-	4151-385			
	CC-68	03/01/23 Fuel Plow Truck	39.00			501 2125			1130
CASEYS GENERAL STORES				CC Accounting: 501-	-	4151-385			
	CC-68	03/01/23 Fuel Plow Truck	26.00			502 2125			1130
CASEYS GENERAL STORES				CC Accounting: 502-	-	4151-385			
	CC-68	03/07/23 Fuel Ram 1500	35.00			201 2125			1130
CASEYS GENERAL STORES				CC Accounting: 201-	-	4151-385			
	CC-68	03/07/23 Fuel Ram 1500	21.00			501 2125			1130
CASEYS GENERAL STORES				CC Accounting: 501-	-	4151-385			
	CC-68	03/07/23 Fuel Ram 1500	14.00			502 2125			1130
CASEYS GENERAL STORES				CC Accounting: 502-	-	4151-385			
	CC-68	02/14/23 Fuel	75.00			201 2125			1130
CASEYS GENERAL STORES				CC Accounting: 201-	-	4151-385			
	CC-68	02/14/23 Fuel	45.00			501 2125			1130
CASEYS GENERAL STORES				CC Accounting: 501-	-	4151-385			
	CC-68	02/14/23 Fuel	30.00			502 2125			1130
CASEYS GENERAL STORES				CC Accounting: 502-	-	4151-385			
	CC-68	02/14/23 fuel	31.85			201 2125			1130
CASEYS GENERAL STORES				CC Accounting: 201-	-	4151-385			

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		CC-68 02/14/23 fuel	19.11			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/14/23 fuel	12.74			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/16/23 fuel	75.00			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/16/23 fuel	45.00			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/16/23 fuel	30.00			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/16/23 fuel	67.33			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/16/23 fuel	40.40			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/16/23 fuel	26.93			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/22/23 Bolts for snow blower	170.28			201 2125			1130
		MAC'S		CC Accounting: 201-	-	4151-382			
		CC-68 02/21/23 fuel	121.44			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/21/23 fuel	72.86			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/21/23 fuel	48.57			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/22/23 fuel	22.81			201 2125			1130
		Simonson Station Store		CC Accounting: 201-	-	4151-385			
		CC-68 02/22/23 fuel	13.69			501 2125			1130
		Simonson Station Store		CC Accounting: 501-	-	4151-385			
		CC-68 02/23/23 fuel	158.36			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/23/23 fuel	95.02			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/23/23 fuel	63.34			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/24/23 lube for equip	245.71			201 2125			1130
		FLEET FARM		CC Accounting: 201-	-	4151-381			
		CC-68 02/24/23 lube for equip	147.43			501 2125			1130
		FLEET FARM		CC Accounting: 501-	-	4151-381			

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
		CC-68 02/24/23 lube for equip	98.29			502 2125			1130
	FLEET FARM			CC Accounting: 502-	-	4151-381			
		CC-68 02/27/23 fuel	121.48			201 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 201-	-	4151-385			
		CC-68 02/27/23 fuel	72.89			501 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 501-	-	4151-385			
		CC-68 02/27/23 fuel	48.59			502 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 502-	-	4151-385			
		CC-68 02/28/23 fuel	125.00			201 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 201-	-	4151-385			
		CC-68 02/28/23 fuel	75.00			501 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 501-	-	4151-385			
		CC-68 02/28/23 fuel	50.00			502 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 502-	-	4151-385			
		CC-68 03/01/23 fuel	62.54			201 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 201-	-	4151-385			
		CC-68 03/01/23 fuel	37.52			501 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 501-	-	4151-385			
		CC-68 03/01/23 fuel	25.01			502 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 502-	-	4151-385			
		CC-68 03/02/23 fuel	125.00			201 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 201-	-	4151-385			
		CC-68 03/02/23 fuel	75.00			501 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 501-	-	4151-385			
		CC-68 03/02/23 fuel	50.00			502 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 502-	-	4151-385			
		CC-68 03/06/23 fuel	149.25			201 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 201-	-	4151-385			
		CC-68 03/06/23 fuel	89.55			501 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 501-	-	4151-385			
		CC-68 03/06/23 fuel	59.70			502 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 502-	-	4151-385			
		CC-68 03/07/23 fuel	75.00			201 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 201-	-	4151-385			
		CC-68 03/07/23 fuel	45.00			501 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 501-	-	4151-385			
		CC-68 03/07/23 fuel	30.00			502 2125			1130
	CASEYS GENERAL STORES			CC Accounting: 502-	-	4151-385			

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
		CC-68 03/07/23 fuel	38.06			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/07/23 fuel	22.84			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/07/23 fuel	15.23			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/09/23 parts for bobcat	203.51			201 2125			1130
		MAC'S		CC Accounting: 201-	-	4151-381			
		CC-68 03/09/23 Hydralic hose for snow blower	184.70			201 2125			1130
		NORTHERN ENGINE AND SUPPLY		CC Accounting: 201-	-	4151-383			
		CC-68 03/11/23 fuel	65.42			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/11/23 fuel	39.26			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/11/23 fuel	26.17			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/12/23 FUEL	75.00			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/12/23 FUEL	45.00			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/12/23 FUEL	30.00			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/14/23 WATER TEST SENT	13.56			501 2125			1130
		Misc Credit Card Vendor		CC Accounting: 501-	-	4152-431			
		CC-68 03/14/23 shovels for trucks & bolts	280.54			100 2125			1130
		MAC'S		CC Accounting: 100-	-	4152-421			
		CC-68 03/13/23 fuel	100.00			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/13/23 fuel	60.00			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/13/23 fuel	40.00			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/15/23 Fuel	42.51			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/15/23 Fuel	25.51			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/15/23 Fuel	17.00			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
		CC-68 02/15/23 Fuel	66.86			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/15/23 Fuel	40.12			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/15/23 Fuel	26.74			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/16/23 Fuel	40.66			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/16/23 Fuel	24.40			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/16/23 Fuel	16.27			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/21/23 Fuel	56.43			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/21/23 Fuel	33.86			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/21/23 Fuel	22.57			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/23/21 Fuel	52.51			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/23/21 Fuel	31.51			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/23/21 Fuel	21.01			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/27/23 Fuel	63.58			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/27/23 Fuel	38.15			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/27/23 Fuel	25.43			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/02/23 Fuel	62.13			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/02/23 Fuel	37.28			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/02/23 Fuel	24.85			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/06/23 Fuel	66.63			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			

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		CC-68 03/06/23 Fuel	39.98			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/06/23 Fuel	26.65			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/07/23 Fuel	33.91			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/07/23 Fuel	20.35			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/07/23 Fuel	13.56			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/08/23 Fuel	73.95			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/08/23 Fuel	44.37			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/08/23 Fuel	29.58			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/11/23 Fuel	56.71			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/11/23 Fuel	34.02			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/11/23 Fuel	22.68			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/11/23 Fuel	26.66			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/11/23 Fuel	15.99			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/11/23 Fuel	10.66			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/11/23 Fuel	64.41			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/11/23 Fuel	38.64			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/11/23 Fuel	25.76			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/13/23 Fuel	75.00			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/13/23 Fuel	45.00			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
		CC-68 03/13/23 Fuel	30.00			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/07/23 Fuel	5.56			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/20/23 Trailer Superstore	132.04			201 2125			1130
		Misc Credit Card Vendor		CC Accounting: 201-	-	4151-382			
		CC-68 02/15/23 Fuel	75.00			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/15/23 Fuel	45.00			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/15/23 Fuel	30.00			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/21/23 Fuel	65.92			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/21/23 Fuel	39.55			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/21/23 Fuel	26.37			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/28/23 Fuel	62.62			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/28/23 Fuel	37.58			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/28/23 Fuel	25.05			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/01/23 Fuel	58.72			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/01/23 Fuel	35.23			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/01/23 Fuel	23.49			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/03/23 membership ICC	145.00			100 2125			1130
		INTERNATIONAL CODE COUNCIL		CC Accounting: 100-	-	4151-370			
		CC-68 03/01/23 doodly.com	69.00			100 2125			1130
		Doodly		CC Accounting: 100-	-	4151-317			
		CC-68 02/16/23 Kory- Bismarck Mtg	141.91			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4151-341			
		CC-68 03/01/23 cognito software	99.00			100 2125			1130
		Cognito Enterprise Forms		CC Accounting: 100-	-	4151-317			

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
		CC-68 03/01/23 voip telephone	147.21			100 2125			1130
		VOXTELESYS LLC		CC Accounting: 100-	-	4151-356			
		CC-68 02/12/23 Marriot-Mpls Icc Training	437.67			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4151-341			
		CC-68 02/15/23 Fuel	51.36			100 2125			1130
		Holiday Stations		CC Accounting: 100-	-	4151-385			
		CC-68 02/16/23 Marriot-Mpls ICS Training	583.56			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4151-341			
		CC-68 02/16/23 fuel	46.41			100 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 100-	-	4151-385			
		CC-68 03/13/23 Fuel	39.36			100 2125			1130
		Holiday Stations		CC Accounting: 100-	-	4151-385			
		CC-68 03/01/23 Bean Days Website	28.00			210 2125			1130
		WIX.COM		CC Accounting: 210-	-	4151-317			
		CC-68 03/01/23 Adobe Cloud	59.11			100 2125			1130
		ADOBE		CC Accounting: 100-	-	4151-317			
		CC-68 03/01/23 Storage City Hall	113.83			100 2125			1130
		RIVER ROCK PROPERTY		CC Accounting: 100-	-	4151-310			
		CC-68 03/06/23 Past Due Stamp	14.59			100 2125			1130
		OFFICE DEPOT / OFFICE MAX		CC Accounting: 100-	-	4152-410			
		CC-68 06/08/23 Clip Boards	12.43			100 2125			1130
		WALMART		CC Accounting: 100-	-	4152-410			
		CC-68 03/11/23 File Folders	58.38			100 2125			1130
		AMAZON		CC Accounting: 100-	-	4152-410			
		CC-68 02/14/23 Easter Egg Event	71.28			100 2125			1130
		AMAZON		CC Accounting: 100-	-	4152-461			
		CC-68 02/14/23 Easter Egg Event	605.44			100 2125			1130
		AMAZON		CC Accounting: 100-	-	4152-461			
		CC-68 02/14/23 Easter Egg Event	136.68			100 2125			1130
		FUN EXPRESS LLC		CC Accounting: 100-	-	4152-461			
		CC-68 02/17/23 Easter Egg Event	-77.97			100 2125			1130
		AMAZON		CC Accounting: 100-	-	4152-461			
		CC-68 02/17/23 Easter Egg Event	-10.99			100 2125			1130
		AMAZON		CC Accounting: 100-	-	4152-461			
		CC-68 02/17/23 Paper Products	35.30			100 2125			1130
		AMAZON		CC Accounting: 100-	-	4152-421			
		CC-68 02/17/23 Paper Products	42.51			100 2125			1130
		AMAZON		CC Accounting: 100-	-	4152-421			

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	CC-68 02/17/23	Paper Products	116.14			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-421			
	CC-68 02/17/23	Paper Products	15.98			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-421			
	CC-68 02/14/23	Easter Egg Event	299.97			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-461			
	CC-68 02/21/23	Qdoba - Egg Stuffing event	391.75			100 2125			1130
Misc Credit Card Vendor				CC Accounting: 100-	-	4151-344			
	CC-68 02/21/23	Qdoba - error refund	-20.00			100 2125			1130
Misc Credit Card Vendor				CC Accounting: 100-	-	4151-344			
	CC-68 02/24/23	West Funeral Home-Flowers	134.24			100 2125			1130
Misc Credit Card Vendor				CC Accounting: 100-	-	4152-461			
	CC-68 02/24/23	Easter Egg Event	147.90			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-461			
	CC-68 02/24/23	Easter Egg Event	71.58			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-461			
	CC-68 02/24/23	Easter Egg Event	47.96			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-461			
	CC-68 02/27/23	Window Film for offices	45.99			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-421			
	CC-68 02/28/23	Bev & Misc for board room	60.69			100 2125			1130
WALMART				CC Accounting: 100-	-	4152-421			
	CC-68 02/22/23	Easter Egg Event	34.02			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-461			
	CC-68 03/08/23	Command Hooks	19.84			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-410			
	CC-68 02/14/23	Easter Egg Event	29.96			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-461			
	CC-68 02/16/23	Plastic Knives	16.82			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-421			
	CC-68 03/10/23	Pens	43.36			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-410			
	CC-68 03/08/23	Laptop Docks	39.61			100 2125			1130
AMAZON				CC Accounting: 100-	-	4152-421			
	CC-68 02/20/23	Ext. Cords	18.28			100 2125			1130
MAC'S				CC Accounting: 100-	-	4152-421			
	CC-68 02/10/22	fuel	38.32			201 2125			1130
CASEYS GENERAL STORES				CC Accounting: 201-	-	4151-385			

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
		CC-68 02/10/22 fuel	22.99			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/10/22 fuel	15.33			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/22/23 paint	136.57			201 2125			1130
		MAC'S		CC Accounting: 201-	-	4152-421			
		CC-68 02/23/23 Hydraulic Hoses	1,223.35			201 2125			1130
		INLAND TRUCK PARTS		CC Accounting: 201-	-	4151-382			
		CC-68 02/23/22 o-rings	10.71			201 2125			1130
		INLAND TRUCK PARTS		CC Accounting: 201-	-	4151-382			
		CC-68 02/25/23 batteries	16.86			100 2125			1130
		OFFICE DEPOT / OFFICE MAX		CC Accounting: 100-	-	4152-421			
		CC-68 02/23/23 fuel	38.93			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/23/23 fuel	23.36			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/23/23 fuel	15.57			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/28/23 fuel	37.19			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 02/28/23 fuel	22.31			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 02/28/23 fuel	14.87			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/02/23 wiper blades	73.22			201 2125			1130
		SWANSTON EQUIPMENT		CC Accounting: 201-	-	4151-381			
		CC-68 03/02/23 fuel	34.07			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/02/23 fuel	20.44			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/02/23 fuel	13.63			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/07/23 fuel	106.50			201 2125			1130
		INLAND TRUCK PARTS		CC Accounting: 201-	-	4151-381			
		CC-68 03/06/23 shop supplies	276.12			100 2125			1130
		MENARDS - FARGO		CC Accounting: 100-	-	4152-421			
		CC-68 03/08/23 fuel	39.41			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
		CC-68 03/08/23 fuel	23.65			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/08/23 fuel	15.76			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/09/23 fuel	32.42			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/09/23 fuel	19.46			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/09/23 fuel	12.97			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 03/10/23 fuel	35.62			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/10/23 fuel	21.37			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/10/23 fuel	14.25			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/16/23 Training NDSCS	299.00			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4152-441			
		CC-68 03/09/23 fuel	75.00			201 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 201-	-	4151-385			
		CC-68 03/09/23 fuel	45.00			501 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 501-	-	4151-385			
		CC-68 03/09/23 fuel	30.00			502 2125			1130
		CASEYS GENERAL STORES		CC Accounting: 502-	-	4151-385			
		CC-68 02/22/23 GFOA Conf - Matt	555.00			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4151-341			
		CC-68 02/22/23 Delta - Flight GFOA Conf	668.20			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4151-341			
		CC-68 02/22/23 Hilton - GFOA Conf	1,300.01			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4151-341			
		CC-68 02/24/23 Indeed - Job Placement	76.00			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4151-310			
		CC-68 03/01/23 Indeed - Job Placement	216.00			100 2125			1130
		Misc Credit Card Vendor		CC Accounting: 100-	-	4151-310			
		CC-68 03/05/23 Adobe Cloud	59.11			100 2125			1130
		ADOBE		CC Accounting: 100-	-	4151-317			
		CC-68 02/22/23 fuel	9.12			502 2125			1130
		Simonson Station Store		CC Accounting: 502-	-	4151-385			
		Total for Vendor:	16,788.85						

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		Terra Grdn 03/15/23 X528 2020-2 Terra Gardens	17,403.29			304 3633			1130
		Principal							
		Terra Grdn 03/15/23 X528 2020-2 Terra Gardens	11.81			304 3633			1130
		Interest & Penalty							
		Total for Vendor:	33,558.50						
4170		116 INTERSTATE ENGINEERING	762.20						
	50169 02/27/23	2020-6 Horace Main Water	762.20*			465 4319 315			1130
4171		116 INTERSTATE ENGINEERING	30,362.74						
	50157 03/10/23	Professional Services	12,610.50			100 4151 315			1130
	50158 03/10/23	Shared Use Path	17,752.24*			220 4151 315			1130
		Total for Vendor:	31,124.94						
4189		343 LARSON WELDING & MACHINE CO,	3,155.77						
	77055 03/08/23	weld gussets to blade	3,155.77*			201 4151 382			1130
		Total for Vendor:	3,155.77						
4149		569 Mama Ducks Cleaning Service	2,165.00						
		Weekly Cleaning January & February 2023 - 2x per week							
	2480 03/06/23	Weekly Commercial Cleaning	2,165.00			100 4151 310			1130
		Total for Vendor:	2,165.00						
4173		365 MIDWEST INSPECTION SERVICES	1,400.00						
	1849 03/13/23	Building Code Support	1,400.00			100 4151 314			1130
		Total for Vendor:	1,400.00						
4169		161 ND DEPT OF TRANSPORTATION	58,480.75						
		CR 17 Shared Use Path Phase 2 Progress Billing							
	2302393 12/02/22	CR 17 Shared Use Path Phase 2	58,480.75*			220 4153 635			1130
		Total for Vendor:	58,480.75						
4153		182 ONE CALL CONCEPTS	10.40						
	3024171 02/28/23	(8 @1.30/0@1.30/0@ .55)	10.40		Adam	501 4151 310			1130
		Total for Vendor:	10.40						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4159		602 PARKLAND USA CORPORATION dba	189.75						
	616276-23	03/10/23 DEF	94.88		Doug	201	4151	385	1130
	616276-23	03/10/23 DEF	47.44		Doug	501	4151	385	1130
	616276-23	03/10/23 DEF	47.43		Doug	502	4151	385	1130
		Total for Vendor:	189.75						
4152		188 PETRO SERVE USA	1,939.60						
Diesel									
	7079	03/01/23 Diesel	1,939.60			201	4151	385	1130
		Total for Vendor:	1,939.60						
4157		281 PREMIUM WATERS, INC.	229.58						
	351533550	03/06/23 Drinking Water	85.99			100	4152	490	1130
	351523781	02/03/23 Drinking Water	137.60			100	4152	490	1130
	35153781	02/03/23 Drinking Water	5.99			100	4152	490	1130
		Total for Vendor:	229.58						
4186		227 SWANSTON EQUIPMENT	0.00						
	W38184	02/20/23 Repair snow pusher	202.55			201	4151	381	1130
	P88088	02/27/23 Cutting edge snowblower	153.89			201	4151	381	1130
	p86955	01/30/23 12 PC. Gutter Broom-Street Swe	-356.44			201	4151	381	1130
CI	31								
		Total for Vendor:	0.00						
4154		568 Valli Information Systems, Inc	100.00						
	86999	02/28/23 BDS Maintenance	50.00			501	4151	317	1130
	8654999	01/31/23 BDS Maintenance	50.00			502	4151	317	1130
		Total for Vendor:	100.00						
4166		253 VERIZON	682.97						
	9926744238	03/25/23 Cell Bill Feb 03 - Mar 03	682.97			100	4151	356	1130
		Total for Vendor:	682.97						

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4174		257 WASTE MANAGEMENT Corp Servs Inc	262.28						
		8 yard Dumpster at City Shop							
		0510-0 03/03/23 8 yd Dumpster - City Shop	262.28			503	4152	451	1130
		10-92252-03001							
4175		257 WASTE MANAGEMENT Corp Servs Inc	33,301.21						
		0510-2 03/03/23 City Occupant Garbage/Recyclin	33,301.21			503	4152	451	1130
		Total for Vendor:	33,563.49						
4180		261 XCEL ENERGY	1,249.28						
		818882289 03/07/23 Natural Gas	249.86			100	4151	350	1130
		818882289 03/07/23 Natural Gas	374.78			201	4151	350	1130
		818882289 03/07/23 Natural Gas	312.32			501	4151	350	1130
		818882289 03/07/23 Natural Gas	312.32*			502	4151	350	1130
		Total for Vendor:	1,249.28						
		# of Claims	35	Total:	263,682.67	# of Vendors	31		

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Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
100 General						
1120 Cash Drawer	0.00	0.00	0.00	2.84	0.00	-2.84
1130 General Checking-Stari on	428,553.24	881,352.20	0.00	0.00	141,003.57	1,168,901.87
1210 Investments-Stari on Bank	696,043.37	3,320.89	0.00	0.00	0.00	699,364.26
Total Fund	1,124,596.61	884,673.09		2.84	141,003.57	1,868,263.29
201 Highway Distribution						
1130 General Checking-Stari on	157,708.94	14,171.88	0.00	0.00	52,197.11	119,683.71
204 Street Improvement Fund						
1130 General Checking-Stari on	44,970.84	1,500.00	0.00	0.00	0.00	46,470.84
210 Bean Days						
1130 General Checking-Stari on	-10,879.95	0.00	0.00	0.00	28.00	-10,907.95
1135 Checking-Bean Days-Stari on	9,208.94	0.00	0.00	0.00	0.00	9,208.94
Total Fund	-1,671.01				28.00	-1,699.01
211 Park District Cash in Lieu						
1130 General Checking-Stari on	467,806.25	0.00	0.00	0.00	0.00	467,806.25
212 Cub Creek Park Development						
1130 General Checking-Stari on	257,700.96	0.00	0.00	0.00	0.00	257,700.96
214 General Fund Reserve						
1130 General Checking-Stari on	150,000.00	0.00	0.00	0.00	0.00	150,000.00
215 Equipment Reserve						
1130 General Checking-Stari on	448,401.27	0.00	0.00	0.00	0.00	448,401.27
216 Special Project Reserve						
1130 General Checking-Stari on	-8,842.19	0.00	0.00	0.00	0.00	-8,842.19
217 Downtown Neighborhood Plan						
1130 General Checking-Stari on	50,000.00	0.00	0.00	0.00	0.00	50,000.00
218 Street Signs						
1130 General Checking-Stari on	25,000.00	0.00	0.00	0.00	0.00	25,000.00
220 Sales Tax						
1130 General Checking-Stari on	2,811,633.03	174,978.76	0.00	0.00	201,085.36	2,785,526.43
1210 Investments-Stari on Bank	400,000.00	0.00	0.00	0.00	0.00	400,000.00
Total Fund	3,211,633.03	174,978.76			201,085.36	3,185,526.43
230 Vector						
1130 General Checking-Stari on	68,056.66	3,805.93	0.00	0.00	0.00	71,862.59
231 Forestry						
1130 General Checking-Stari on	43,854.04	2,292.74	0.00	0.00	0.00	46,146.78
302 St. Benedicts Special Assessments Deposi t						
1130 General Checking-Stari on	797,212.00	0.00	0.00	0.00	0.00	797,212.00
303 2020-1 Meadowlark Park						
1130 General Checking-Stari on	0.00	49,286.60	0.00	0.00	49,286.60	0.00
304 2020-2 Terra Gardens Park						
1130 General Checking-Stari on	0.00	26,026.73	0.00	0.00	26,026.73	0.00
326 Imp Dist 04-3 & 08-1 (4th St AJ)						
1130 General Checking-Stari on	1,772.80	0.00	0.00	0.00	0.00	1,772.80
330 Steet Paving 07-1 and 07-2						
1130 General Checking-Stari on	7,601.77	0.00	0.00	0.00	0.00	7,601.77
333 2014-1 Dreamfi elds						

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Fund/Account	Beginni ng Bal ance	Recei ved	Transfers In	Di sbursed	Transfers Out	Endi ng Bal ance
1130 General Checking-Starion	187,578.34	24,628.08	0.00	0.00	0.00	212,206.42
334 2015-1 Street Imp Dist/52nd Ave						
1130 General Checking-Starion	-6,616.59	1,915.73	0.00	0.00	0.00	-4,700.86
335 2015-2 Prairie View						
1130 General Checking-Starion	101,392.28	122,384.98	0.00	0.00	0.00	223,777.26
336 2010-1 Drainage Imp Dist						
1130 General Checking-Starion	-24,558.02	0.00	0.00	0.00	0.00	-24,558.02
338 2016-1 ReLine Project						
1130 General Checking-Starion	164,854.30	45,665.86	0.00	0.00	9,125.00	201,395.16
339 2015-3 Paving 73rd						
1130 General Checking-Starion	-35,009.66	0.00	0.00	0.00	0.00	-35,009.66
340 2016-2 Arrowwood 2nd Addition						
1130 General Checking-Starion	142,820.81	2,064.39	0.00	0.00	0.00	144,885.20
341 2016-3 Impro Dist Water Looping						
1130 General Checking-Starion	138,366.34	22,823.60	0.00	0.00	3,800.00	157,389.94
342 2017-2 SSL Fargo						
1130 General Checking-Starion	380,268.03	41,873.11	0.00	0.00	10,461.52	411,679.62
343 2017-1 Lost River 1 & 2						
1130 General Checking-Starion	697,872.38	296,617.41	0.00	0.00	0.00	994,489.79
344 2017-7 Maple Grove Drainage						
1130 General Checking-Starion	1,325.26	0.00	0.00	0.00	0.00	1,325.26
345 2017-8 Northwood & Southwood Dr						
1130 General Checking-Starion	47,549.62	14,684.19	0.00	0.00	0.00	62,233.81
346 2018-3 Terra Gardens						
1130 General Checking-Starion	388,527.98	166,121.90	0.00	0.00	0.00	554,649.88
347 2019-1 Lakeview Dr						
1130 General Checking-Starion	412,024.04	9,177.66	0.00	0.00	0.00	421,201.70
348 2019-2 76th & Roundabout						
1130 General Checking-Starion	387,230.97	89,917.64	0.00	0.00	0.00	477,148.61
349 2019-3 81st Ave & 63rd St						
1130 General Checking-Starion	147,282.54	36,179.39	0.00	0.00	0.00	183,461.93
350 2019-5 Visto Industrial Addition						
1130 General Checking-Starion	221,904.78	9,841.97	0.00	0.00	0.00	231,746.75
351 2019-6 Cub Creek						
1130 General Checking-Starion	532,960.02	197,719.46	0.00	0.00	0.00	730,679.48
352 2018-1 Sewer Improvement (100th)						
1130 General Checking-Starion	-12,335.89	19,076.44	0.00	0.00	0.00	6,740.55
353 2019-7 Maple Lake Estates Addition						
1130 General Checking-Starion	174,536.55	134,651.17	0.00	0.00	0.00	309,187.72
354 2020-1 Southdale Farms First Addition						
1130 General Checking-Starion	373,467.91	171,621.52	0.00	0.00	0.00	545,089.43
355 2020-2 82nd Street Construction						
1130 General Checking-Starion	61,600.05	10,456.32	0.00	0.00	0.00	72,056.37
356 2020-4 Lost River 5th Addition						
1130 General Checking-Starion	249,980.99	277,103.28	0.00	0.00	0.00	527,084.27
357 Temp RIB 2021A Debt Service Fund						

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Fund/Account	Beginni ng Bal ance	Recei ved	Transfers In	Di sbursed	Transfers Out	Endi ng Bal ance
1130 General Checking-Starion	27,812.61	0.00	0.00	0.00	0.00	27,812.61
358 Temp RIB 2021B Debt Service Fund						
1130 General Checking-Starion	59,890.00	0.00	0.00	0.00	30,925.00	28,965.00
364 Temp RIB 2022A Debt Service Fund						
1130 General Checking-Starion	1,749,147.52	0.00	0.00	0.00	0.00	1,749,147.52
365 Temp RIB 2022B Debt Service Fund						
1130 General Checking-Starion	1,919,700.00	0.00	0.00	0.00	0.00	1,919,700.00
400 Public Facilities						
1130 General Checking-Starion	484,124.85	0.00	0.00	0.00	0.00	484,124.85
1210 Investments-Starion Bank	2,000,000.00	0.00	0.00	0.00	0.00	2,000,000.00
Total Fund	2,484,124.85					2,484,124.85
401 Prairie Dog Fund						
1130 General Checking-Starion	1,000,000.00	887,834.93	0.00	0.00	0.00	1,887,834.93
402 American Recovery Act Funding 2021						
1130 General Checking-Starion	465,472.30	0.00	0.00	0.00	0.00	465,472.30
439 ReLine Project 2016-1						
1130 General Checking-Starion	-1,499.95	0.00	0.00	0.00	0.00	-1,499.95
443 SSL Fargo 2017-2 W1600128						
1130 General Checking-Starion	-136,659.48	0.00	0.00	0.00	0.00	-136,659.48
444 2017-1 Lost River 1st, 2nd, 3rd, 4th, 6th W213103.02						
1130 General Checking-Starion	229,482.74	0.00	0.00	0.00	0.00	229,482.74
445 Project 2017-4						
1130 General Checking-Starion	-114.00	0.00	0.00	0.00	0.00	-114.00
446 Street Imp Dist 2017-5 (8th Ave Ext) W1700062						
1130 General Checking-Starion	-17,818.96	0.00	0.00	0.00	0.00	-17,818.96
447 Street Imp Dist 2017-6 (Chestnut Dr) W1700063						
1130 General Checking-Starion	-52,361.21	0.00	0.00	0.00	0.00	-52,361.21
450 2019-4 Sewer Impr (Horseshoe Bend)						
1130 General Checking-Starion	-105,525.80	0.00	0.00	0.00	0.00	-105,525.80
451 2018-1 Sewer Impr Dist (100th) W1700119						
1130 General Checking-Starion	39,375.14	0.00	0.00	0.00	0.00	39,375.14
452 2018-3 Terra Gardens						
1130 General Checking-Starion	-101,411.67	0.00	0.00	0.00	0.00	-101,411.67
453 2019-1 Lakeview Drive						
1130 General Checking-Starion	267,485.76	0.00	0.00	0.00	0.00	267,485.76
454 2019-2 76th & Roundabout W1900023						
1130 General Checking-Starion	-80,493.48	0.00	0.00	0.00	0.00	-80,493.48
455 2019-3 81st Ave & 63rd St W1900045						
1130 General Checking-Starion	282,038.15	0.00	0.00	0.00	0.00	282,038.15
456 2019-5 Visto Industrial Additions						
1130 General Checking-Starion	103,647.71	0.00	0.00	0.00	0.00	103,647.71
457 2019-6 Cub Creek						
1130 General Checking-Starion	274,019.23	0.00	0.00	0.00	0.00	274,019.23
458 2019-7 Maple Lake Estates Addition						
1130 General Checking-Starion	258,190.31	0.00	0.00	0.00	0.00	258,190.31
459 2020-1 Southdale Farms First Addition						

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1130 General Checking-Starion	437,750.01	0.00	0.00	0.00	0.00	437,750.01
461 2020-2 82nd Street Construction W1900110						
1130 General Checking-Starion	138,578.64	0.00	0.00	0.00	0.00	138,578.64
462 2020-3 Wall Avenue Reconstruction W2000018 (dissolved)						
1130 General Checking-Starion	-3,257.25	0.00	0.00	0.00	0.00	-3,257.25
463 2020-4 Lost River 5th Addition						
1130 General Checking-Starion	377,417.60	0.00	0.00	0.00	0.00	377,417.60
464 2020-5 Storm Sewer Impr Dist (Oxbow Drainage)						
1130 General Checking-Starion	-21,616.48	0.00	0.00	0.00	0.00	-21,616.48
465 2020-6 Water Impr Dist (Line Replacement)						
1130 General Checking-Starion	-1,419,707.90	0.00	0.00	0.00	44,278.03	-1,463,985.93
466 2020-7 Water Impr Dist (Connection to Cass Rural)						
1130 General Checking-Starion	-196,830.26	0.00	0.00	0.00	2,271.61	-199,101.87
467 2021-1 Southdale Farms 3rd Addition W2000133						
1130 General Checking-Starion	3,415.89	5.12	0.00	0.00	528.00	2,893.01
468 2021-2 Terra Gardens 3rd Addition W2100092						
1130 General Checking-Starion	479,798.05	843.86	0.00	0.00	3,663.50	476,978.41
469 2021-3 Lakeview Addition W2100092						
1130 General Checking-Starion	444,091.28	786.13	0.00	0.00	528.00	444,349.41
470 Sanitary Sewer 2021-4 (Lift Station SA-14) W2100063						
1130 General Checking-Starion	448,360.67	794.63	0.00	0.00	0.00	449,155.30
471 2021-5 Arrowwood 3rd Addition W2003103.33						
1130 General Checking-Starion	620,600.88	898.90	0.00	0.00	113,408.46	508,091.32
472 2021-6 Sanitary Sewer (Lift Station SA-13 Horseshoe Bend)						
1130 General Checking-Starion	431,583.74	764.57	0.00	0.00	185.00	432,163.31
473 2021-7 Deer Creek Estates 2020 W2003103.06						
1130 General Checking-Starion	-19,806.96	0.00	0.00	0.00	0.00	-19,806.96
474 2022-1 Visto Industrial Drive						
1130 General Checking-Starion	1,533,566.51	2,716.36	0.00	0.00	896.80	1,535,386.07
475 2022-2 Lost River 7th Addition W21-03-106.03						
1130 General Checking-Starion	847,182.95	1,498.69	0.00	0.00	1,568.18	847,113.46
476 2022-3 Wall Ave - Sheyenne River to Cass Co. Hwy 17						
1130 General Checking-Starion	-10,500.00	0.00	0.00	0.00	0.00	-10,500.00
477 2022-4 Wall Ave - Sheyenne Diversion to Sheyenne River						
1130 General Checking-Starion	-54,736.30	0.00	0.00	0.00	0.00	-54,736.30
478 2022-5 Maple Lakes Addition Phase 2						
1130 General Checking-Starion	2,846,028.93	5,036.01	0.00	0.00	4,529.44	2,846,535.50
479 2022-6 Southdale Farms 4th Addition W2100178						
1130 General Checking-Starion	7,701,250.69	13,648.98	0.00	0.00	0.00	7,714,899.67
480 2022-7 Southdale Farms 5th Addition W21-03-106.18						
1130 General Checking-Starion	-1,607,909.00	0.00	0.00	0.00	5,327.60	-1,613,236.60
481 2022-8 66th St from 76th Ave to 64th Ave						
1130 General Checking-Starion	-17,407.13	0.00	0.00	0.00	0.00	-17,407.13
482 2022-9 63rd St (from Wall Ave to 82nd Ave)						
1130 General Checking-Starion	-4,063.54	0.00	0.00	0.00	0.00	-4,063.54
483 2022-10 Chestnut Drive Rehab W17--00-063						

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1130 General Checking-Starion	-25,949.42	0.00	0.00	0.00	0.00	-25,949.42
484 2022-11 Cub Creek Second Addition W21-03-103.31						
1130 General Checking-Starion	21,374,261.29	35,524.59	0.00	0.00	1,329,989.86	20,079,796.02
485 2022-12 Rivers Edge Second Addition W20-03-103.02						
1130 General Checking-Starion	-15,081.16	0.00	0.00	0.00	0.00	-15,081.16
486 2022-13 Altenburg Acres Second Addition						
1130 General Checking-Starion	-5,981.05	0.00	0.00	0.00	0.00	-5,981.05
501 Water Fund						
1130 General Checking-Starion	239,173.12	29,373.50	1,639.58	0.00	23,791.11	246,395.09
502 Sewer Fund						
1130 General Checking-Starion	260,679.01	30,751.97	0.00	0.00	25,580.62	265,850.36
503 Solid Waste Fund						
1130 General Checking-Starion	47,214.13	34,571.39	0.00	0.00	33,318.28	48,467.24
509 Water Reserve Fund						
1130 General Checking-Starion	40,000.00	0.00	0.00	0.00	0.00	40,000.00
510 Sewer Reserve Fund						
1130 General Checking-Starion	195,000.00	0.00	0.00	0.00	0.00	195,000.00
710 Payroll Clearing Fund						
1130 General Checking-Starion	-4,752.74	0.00	127,873.74	125,301.30	0.00	-2,180.30
730 Claims Clearing Fund						
1130 General Checking-Starion	31,471,279.60	0.00	1,984,290.06	38,544.35	0.00	33,417,025.31
Totals	86,772,960.57	3,896,309.46	2,113,803.38	163,848.49	2,113,803.38	90,505,421.54

*** Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

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100 General

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Variance	%
Revenue						
3100	TAXES	798,131.50	964,246.43	1,604,000.00	-639,753.57	60
3200	LICENSES AND PERMITS	5,801.00	9,194.39	481,550.00	-472,355.61	2
3300	INTERGOVERNMENTAL REVENUE	43,907.66	85,403.70	355,000.00	-269,596.30	24
3400	CHARGES FOR SERVICES	1,634.85	2,698.85		2,698.85	
3500	FINES AND FORFEITS	390.00	625.00	2,500.00	-1,875.00	25
3600	MISCELLANEOUS REVENUE	34,730.73	62,823.29	115,000.00	-52,176.71	55
	Total Revenue	884,595.74	1,124,991.66	2,558,050.00	-1,433,058.34	44
Expenses						
4105	Mayor & Governing Board		12,954.00	58,100.00	45,146.00	22
4140	City Staff Salaries & Benefits	86,964.34	176,843.42	1,124,500.00	947,656.58	16
4151	Contractuals	72,662.48	125,702.08	808,500.00	682,797.92	16
4152	Commodities	13,011.85	19,601.74	107,500.00	87,898.26	18
4153	Capital Outlay	5,413.00	5,592.98	12,500.00	6,907.02	45
4154	Other / Misc. Expense	6,044.46	11,108.56	446,950.00	435,841.44	2
	Total Expenses	184,096.13	351,802.78	2,558,050.00	2,206,247.22	14
	Net Income from Operations	700,499.61	773,188.88			
	Net Income	700,499.61	773,188.88			

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201 Highway Distribution

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Variance	%
Revenue						
3300	INTERGOVERNMENTAL REVENUE	14,171.88	29,854.42	155,000.00	-125,145.58	19
	Total Revenue	14,171.88	29,854.42	155,000.00	-125,145.58	19
Expenses						
4140	City Staff Salaries & Benefits	19,587.59	38,948.59	199,500.00	160,551.41	20
4151	Contractuals	21,626.68	26,581.44	90,400.00	63,818.56	29
4152	Commodities	3,431.14	3,575.14	27,100.00	23,524.86	13
4153	Capital Outlay		23,385.94	28,000.00	4,614.06	84
4154	Other / Misc. Expense			30,000.00	30,000.00	
	Total Expenses	44,645.41	92,491.11	375,000.00	282,508.89	25
	Net Income from Operations	-30,473.53	-62,636.69			
Other Revenue						
3900	NON-REVENUE SOURCES			220,000.00	-220,000.00	
	Total Other Revenue	0.00	0.00	220,000.00	-220,000.00	
	Net Income	-30,473.53	-62,636.69			

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210 Bean Days

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Variance	%
Expenses						
4151	Contractuals	28.00	56.00		-56.00	
	Total Expenses	28.00	56.00	0.00	-56.00	
	Net Income from Operations	-28.00	-56.00			
	Net Income	-28.00	-56.00			

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220 Sales Tax

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Vari ance	%
Revenue						
3100 TAXES		158,592.84	327,166.31		327,166.31	
	Total Revenue	158,592.84	327,166.31	0.00	327,166.31	
Expenses						
4151 Contractuals		35,000.00	78,626.86		-78,626.86	
4152 Commodities		-16,385.92	155,058.50		-155,058.50	
	Total Expenses	18,614.08	233,685.36	0.00	-233,685.36	
	Net Income from Operations	139,978.76	93,480.95			
	Net Income	139,978.76	93,480.95			

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230 Vector

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Variance	%
Revenue						
3300	INTERGOVERNMENTAL REVENUE	3,907.60	7,780.50	48,300.00	-40,519.50	16
3400	CHARGES FOR SERVICES	38.50	74.25	150.00	-75.75	50
	Total Revenue	3,946.10	7,854.75	48,450.00	-40,595.25	16
Expenses						
4140	City Staff Salaries & Benefits			2,000.00	2,000.00	
4151	Contractuals			30,000.00	30,000.00	
4152	Commodities			3,000.00	3,000.00	
4154	Other / Misc. Expense			10,000.00	10,000.00	
4811	Vector			2,450.00	2,450.00	
	Total Expenses	0.00	0.00	47,450.00	47,450.00	
	Net Income from Operations	3,946.10	7,854.75			
	Net Income	3,946.10	7,854.75			

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231 Forestry

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Variance	%
Revenue						
3300	INTERGOVERNMENTAL REVENUE	1,563.03	3,112.19	19,320.00	-16,207.81	16
3400	CHARGES FOR SERVICES	38.50	74.25	150.00	-75.75	50
3600	MISCELLANEOUS REVENUE	750.00	750.00		750.00	
	Total Revenue	2,351.53	3,936.44	19,470.00	-15,533.56	20
Expenses						
4151	Contractuals			6,000.00	6,000.00	
4152	Commodities			6,500.00	6,500.00	
4154	Other / Misc. Expense			1,970.00	1,970.00	
	Total Expenses	0.00	0.00	14,470.00	14,470.00	
	Net Income from Operations	2,351.53	3,936.44			
	Net Income	2,351.53	3,936.44			

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501 Water Fund

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Variance	%
Revenue						
3400	CHARGES FOR SERVICES	29,326.40	57,102.08	712,950.00	-655,847.92	8
3600	MISCELLANEOUS REVENUE	20.00	40.00		40.00	
	Total Revenue	29,346.40	57,142.08	712,950.00	-655,807.92	8
Expenses						
4140	City Staff Salaries & Benefits	12,930.05	26,519.31	242,500.00	215,980.69	11
4151	Contractuals	2,236.15	7,125.48	69,500.00	62,374.52	10
4152	Commodities	1,152.11	5,111.53	257,950.00	252,838.47	2
4153	Capital Outlay	44,932.00	44,932.00		-44,932.00	
4154	Other / Misc. Expense			110,000.00	110,000.00	
	Total Expenses	61,250.31	83,688.32	679,950.00	596,261.68	12
	Net Income from Operations	-31,903.91	-26,546.24			
Other Expenses						
7610	Debt Service		5,071.07	11,000.00	5,928.93	46
	Total Other Expenses	0.00	5,071.07	11,000.00	5,928.93	46
	Net Income	-31,903.91	-31,617.31			

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CITY OF HORACE
Income Statements Summarized
For the Accounting Period: 2 / 23

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502 Sewer Fund

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Variance	%
Revenue						
3400	CHARGES FOR SERVICES	35,797.68	63,357.23	670,450.00	-607,092.77	9
	Total Revenue	35,797.68	63,357.23	670,450.00	-607,092.77	9
Expenses						
4140	City Staff Salaries & Benefits	8,612.26	17,667.03	242,500.00	224,832.97	7
4151	Contractuals	6,250.95	10,467.00	92,500.00	82,033.00	11
4152	Commodities	7,374.00	15,586.00	184,500.00	168,914.00	8
4153	Capital Outlay			25,000.00	25,000.00	
4154	Other / Misc. Expense			77,950.00	77,950.00	
	Total Expenses	22,237.21	43,720.03	622,450.00	578,729.97	7
	Net Income from Operations	13,560.47	19,637.20			
Other Expenses						
7610	Debt Service			43,500.00	43,500.00	
	Total Other Expenses	0.00	0.00	43,500.00	43,500.00	
	Net Income	13,560.47	19,637.20			

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CITY OF HORACE
Income Statements Summarized
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503 Solid Waste Fund

		----- Current Year -----				
Account	Description	Current Month	Current YTD	Budget	Variance	%
Revenue						
3400	CHARGES FOR SERVICES	38,167.50	74,165.37	465,500.00	-391,334.63	16
	Total Revenue	38,167.50	74,165.37	465,500.00	-391,334.63	16
Expenses						
4151	Contractuals			500.00	500.00	
4152	Commodities	33,318.28	66,556.44	440,000.00	373,443.56	15
4153	Capital Outlay			7,500.00	7,500.00	
4154	Other / Misc. Expense			12,500.00	12,500.00	
	Total Expenses	33,318.28	66,556.44	460,500.00	393,943.56	14
	Net Income from Operations	4,849.22	7,608.93			
	Net Income	4,849.22	7,608.93			

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CITY OF HORACE
Combined Check Register
For the Accounting Period: 2/23

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Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued	Notes
-99881	Cl m E	190 PITNEY BOWES GLOBAL FINANCIAL LLC	551.94	2/23	02/07/23	
-99880	Cl m E	22 BANK OF NORTH DAKOTA	37992.41	2/23	02/07/23	
-88184*	Pay P	27 Keith Asheim	2246.99	2/23	02/03/23	
-88183	Pay P	7 Adam Carpenter	2086.25	2/23	02/03/23	
-88182	Pay P	39 Jace Heliman	2716.53	2/23	02/03/23	
-88181	Pay P	3 Brenton Holper	3304.25	2/23	02/03/23	
-88180	Pay P	43 Richard Kaufmann	2023.55	2/23	02/03/23	
-88179	Pay P	34 Jesse Knutson	1743.41	2/23	02/03/23	
-88178	Pay P	22 Wendy Kopkie	769.70	2/23	02/03/23	
-88177	Pay P	41 Joel Luing	2604.92	2/23	02/03/23	
-88176	Pay P	10 Mark Malmberg	840.61	2/23	02/03/23	
-88175	Pay P	29 Caleb Nolte	1735.21	2/23	02/03/23	
-88174	Pay P	28 Roberta Pacht	1776.82	2/23	02/03/23	
-88173	Pay P	9 Todd Pillen	1946.54	2/23	02/03/23	
-88172	Pay P	42 Brenda Sagert	1416.78	2/23	02/03/23	
-88171	Pay P	45 Josh Sherer	1927.03	2/23	02/03/23	
-88170	Pay P	33 Sally Showalter	1660.23	2/23	02/03/23	
-88169	Pay P	8 Doug Sletten	1982.19	2/23	02/03/23	
-88168	Pay P	46 Matthew Voltz	2800.65	2/23	02/03/23	
-88167	Pay P	40 Michael Woytassek	1281.74	2/23	02/03/23	
-88166	Pay P	22 Wendy Kopkie	1513.25	2/23	02/03/23	
-88165	Pay P	FIT EFTPS	11520.67	2/23	02/01/23	
-88164	Pay P	MN SIT MN DEPARTMENT OF REVENUE	162.00	2/23	02/01/23	
-88163	Pay P	457(B) PRE-TAX NATIONWIDE	5862.14	2/23	02/01/23	
-88162	Pay P	27 Keith Asheim	2277.90	2/23	02/17/23	
-88161	Pay P	7 Adam Carpenter	2190.10	2/23	02/17/23	
-88160	Pay P	39 Jace Heliman	2716.53	2/23	02/17/23	
-88159	Pay P	3 Brenton Holper	3304.25	2/23	02/17/23	
-88158	Pay P	43 Richard Kaufmann	1971.24	2/23	02/17/23	
-88157	Pay P	34 Jesse Knutson	1743.41	2/23	02/17/23	
-88156	Pay P	41 Joel Luing	2430.50	2/23	02/17/23	
-88155	Pay P	10 Mark Malmberg	789.23	2/23	02/17/23	
-88154	Pay P	29 Caleb Nolte	1732.97	2/23	02/17/23	
-88153	Pay P	28 Roberta Pacht	1803.09	2/23	02/17/23	
-88152	Pay P	9 Todd Pillen	1921.59	2/23	02/17/23	
-88151	Pay P	42 Brenda Sagert	1404.17	2/23	02/17/23	
-88150	Pay P	45 Josh Sherer	1823.93	2/23	02/17/23	
-88149	Pay P	33 Sally Showalter	1685.57	2/23	02/17/23	
-88148	Pay P	8 Doug Sletten	2157.01	2/23	02/17/23	
-88147	Pay P	46 Matthew Voltz	2800.65	2/23	02/17/23	
-88146	Pay P	40 Michael Woytassek	1477.43	2/23	02/17/23	
-88145	Pay P	FIT EFTPS	10712.75	2/23	02/14/23	
-88144	Pay P	MN SIT MN DEPARTMENT OF REVENUE	162.00	2/23	02/14/23	
-88143	Pay P	457(B) PRE-TAX NATIONWIDE	5527.13	2/23	02/14/23	
-88142	Pay P	LIFE AD&D-UNUM FIRST UNUM LIFE INSURANC	732.89	2/23	02/15/23	
-88141	Pay P	DENTAL BLUE CROSS BLUE SHIELD O	20015.50	2/23	02/17/23	
14194*	Cl m R	17 AMERICHAM	0	2/23	02/07/23	
14195	Cl m SC	272 BUSINESS ESSENTIALS	332.93	2/23	02/07/23	

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

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CITY OF HORACE
Combined Check Register
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Claims

Check #	Check		Vendor/Employee/Payee Number/Name	Check Amount	Date		Notes
	Type				Period	Issued	
14196	Cl m	SC	42 CASS COUNTY ELECTRIC	17287.66	2/23	02/07/23	
14197	Cl m	SC	48 CASS COUNTY FINANCE	155058.50	2/23	02/07/23	
14198	Cl m	SC	49 CASS RURAL WATER USERS	107.90	2/23	02/07/23	
14199	Cl m	SC	55 CINTAS	124.11	2/23	02/07/23	
14200	Cl m	SC	56 CITY OF FARGO	140.00	2/23	02/07/23	
14201	Cl m	SC	457 DRN READITECH	2891.03	2/23	02/07/23	
14202	Cl m	SC	88 FASTENAL	3873.92	2/23	02/07/23	
14203	Cl m	SC	93 FORUM COMMUNICATIONS	217.08	2/23	02/07/23	
14204	Cl m	SC	464 HOME BUILDERS ASSOC OF FARGO-MHD	65.00	2/23	02/07/23	
14205	Cl m	SC	375 HORACE FIRE DISTRICT	3432.05	2/23	02/07/23	
14206	Cl m	SC	105 HORACE PARK DISTRICT	2532.05	2/23	02/07/23	
14207	Cl m	SC	116 INTERSTATE ENGINEERING	88845.93	2/23	02/07/23	
14208	Cl m	D		0.00	2/23	02/07/23	Duplicate claim from 11/2022 printed out. VOID.
14209	Cl m	SC	458 MIDSTATES WIRELESS	322.49	2/23	02/07/23	
14210	Cl m	SC	177 NORTHSTAR SAFETY INC	362.46	2/23	02/07/23	
14211	Cl m	SC	181 OHNSTAD TWICHELL PC	14148.44	2/23	02/07/23	
14212	Cl m	SC	281 PREMIUM WATERS, INC.	10.00	2/23	02/07/23	
14213	Cl m	SC	133 KPH, INC	1366440.23	2/23	02/13/23	
14214	Cl m	SC	263 MASTER CONSTRUCTION COMPANY	79983.41	2/23	02/13/23	
14215	Pay P		CANCER POLICY USABLE LIFE - PREMIUM BI	130.92	2/23	02/21/23	
14216	Cl m	SC	11 AE2S	497.25	2/23	02/22/23	
14217	Cl m	SC	16 AMERICAN WELDING & GAS, INC.	39.83	2/23	02/22/23	
14218	Cl m	SC	600 BEAVER CREEK ARCHAEOLOGY	2400.00	2/23	02/22/23	
14219	Cl m	SC	272 BUSINESS ESSENTIALS	1255.97	2/23	02/22/23	
14220	Cl m	SC	42 CASS COUNTY ELECTRIC	65.00	2/23	02/22/23	
14221	Cl m	SC	48 CASS COUNTY FINANCE	16068.25	2/23	02/22/23	
14222	Cl m	SC	51 CENTURY LINK	156.45	2/23	02/22/23	
14223	Cl m	SC	55 CINTAS	248.22	2/23	02/22/23	
14224	Cl m	SC	56 CITY OF FARGO	182.00	2/23	02/22/23	
14225	Cl m	SC	374 CITY OF FARGO - UTILITY	7164.00	2/23	02/22/23	
14226	Cl m	SC	63 CORPORATE PAYMENT SYSTEMS	18356.33	2/23	02/22/23	
14227	Cl m	SC	101 HAWKINS INC	902.52	2/23	02/22/23	
14228	Cl m	SC	286 HOFER SIGNS	3662.40	2/23	02/22/23	
14229	Cl m	SC	105 HORACE PARK DISTRICT	80238.33	2/23	02/22/23	
14230	Cl m	SC	473 NATIONWIDE	345.50	2/23	02/22/23	
14231	Cl m	SC	601 ND Building Officials Association	580.00	2/23	02/22/23	
14232	Cl m	SC	182 ONE CALL CONCEPTS	41.60	2/23	02/22/23	
14233	Cl m	SC	602 PARKLAND USA CORPORATION dba FARS	389.75	2/23	02/22/23	
14234	Cl m	SC	188 PETRO SERVE USA	1833.11	2/23	02/22/23	
14235	Cl m	SC	599 Productivity Plus/CNH Industrial	4699.43	2/23	02/22/23	
14236	Cl m	SC	581 SIGN SOLUTIONS	994.71	2/23	02/22/23	
14237	Cl m	SC	219 STARI ON BOND SERVICES	30925.00	2/23	02/22/23	
14238	Cl m	SC	224 STURDEVANT'S	254.41	2/23	02/22/23	
14239	Cl m	SC	229 SWEENEY CONTROLS CO	1530.00	2/23	02/22/23	
14240	Cl m	SC	242 TRUNORTH DYNAMICS	190.00	2/23	02/22/23	
14241	Cl m	SC	568 Valli Information Systems, Inc	321.06	2/23	02/22/23	
14242	Cl m	SC	253 VERIZON	682.97	2/23	02/22/23	

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CITY OF HORACE
Combined Check Register
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Claims

Check #	Check		Vendor/Employee/Payee Number/Name	Check Amount	Date		Notes		
	Type				Period	Issued			
14243	Cl m SC	257	WASTE MANAGEMENT Corp Servs Inc	33318.28	2/23	02/22/23			
14244	Cl m SC	341	WENDY KOPKIE	37.35	2/23	02/22/23			
14245	Cl m SC	261	XCEL ENERGY	1327.57	2/23	02/22/23			
14246	Cl m SC	17	AMERI CHEM	144.00	2/23	02/23/23			
14247	Cl m SC	282	UNITED STATES POSTAL SERVICE	376.62	2/23	02/23/23			
14248	Cl m SC	60	CLERK OF DISTRICT COURT	40.00	2/23	02/27/23			
14249	Cl m SC	568	Valli Information Systems, Inc	302.61	2/23	02/27/23			
Grand Total # of Checks:			102	Total :	2109722.28	Total Claims	1984290.06	Total Payroll	125432.22

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

MEMO

To: Horace City Council
(Via email: Bholper@cityofhorace.com)

From: James Dahlman, PE *Jad*

Date: March 14, 2023

Re: Water, Sewer, Storm, and Street Improvement District No. 2022-11
Cub Creek Second Addition
Preliminary Geotechnical Engineering Services Reimbursement
Horace, North Dakota
ER23-00-137

Dabbert Custom Homes has submitted the attached invoice for preliminary geotechnical engineering services performed for the above referenced project. The invoice is for \$16,800.00.

Per the Developer's Agreement, the developer is allowed to be reimbursed for preliminary design costs. This is a preliminary design cost.

I recommend approving the developer's request for reimbursement for preliminary geotechnical engineering services.

If you have any questions, please feel free to contact me at (701) 532-0438.
Thank You

ATTACHMENTS



INVOICE

Invoice # INV-112473
Invoice Date: 1/13/2023
Due Date: 2/12/2023

Working Together to Build a More Certain World

Bill To:

Dabbert Custom Homes
5522 36th Street S
Fargo, ND 58104
US

Customer Contact: Don Dabbert
Customer Project No.: NA
Customer P.O.: NA

Project Manager	Project Number/Name	AET Contract ID	Account Number
Joshua Holmes	P-0014909 - Cub Creek Development	PCI-0014122	CUS-026859

Comments: See attached for breakdown of fees

INVOICE SUMMARY		TOTAL
	SUBTOTAL	\$16,800.00
	TAX	\$0.00
	TOTAL DUE (USD)	\$16,800.00

Questions about this invoice? Contact Us: 651.789.4651 accounting@amengtest.com

Overnight Payment Address

U.S. Bank Lockbox Services
Attn: 860678
1200 Energy Park Drive
St. Paul, MN 55108

Remittance Address

American Engineering Testing, Inc.
PO Box 860678
Minneapolis, MN 55486

American Engineering Testing, Inc.
Telephone: 800.972.6364 | www.teamaet.com | Tax ID: 41-0977521

ITEMIZATION



Cub Creek Development

AET Project Number

P-0014909

AMERICAN

ENGINEERING TESTING

Cub Creek Development

Quantity	Unit	Description	Unit Price	Amount
1.00	Each	Geotechnical Exploration	\$12,300.00	\$12,300.00
1.00	Each	Stability Assessment	\$4,500.00	\$4,500.00



Horace City Council Meeting Minutes

The Horace City Council met on March 6, 2023 @ 6:00 pm at the Horace Fire Hall Event Center. Those present were Mayor Kory Peterson, Councilmembers Sarah Veit, Stephanie Landstrom, and Jeff Trudeau. Councilmember Naomi Burkland was absent. Others present included: Brenton Holper, City Administrator; Jace Hellman, Community Development Director; James Dahlman, City Engineer; Matt Voltz, Finance Director; Sally Showalter, Communications Specialist; and Lukas Croaker, City Attorney.

Mayor Peterson called the meeting to order at 6:05 pm.

The pledge of allegiance was recited.

Agenda Item #3: Approve Regular Agenda

Motion: Approve the Regular Agenda Removing Agenda Item # 14 Horace HQ, LLC. Liquor License Application.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Landstrom

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #4: Approve Consent Agenda

- a. Vendor Invoices
- b. Pledge Reports
- c. Water, Sewer, Storm, and Street Improvement District No. 2022-11 (Cub Creek 2nd Addition)
 - i. Progressive Estimate No. 2 to KPH, Inc.

Motion: Approve the Consent Agenda.

1st Motion: Councilmember Landstrom

2nd Motion: Councilmember Veit

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #5: Approval of City Council Meeting Minutes from February 21, 2023.

Motion: Approve the February 21, City Council Meeting Minutes.

1st Motion: Councilmember Landstrom

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #6: Public Comment

No comments.

Agenda Item # 7: Sheriff's Update | Craig Keller & Jake Murray, Cass County Sheriff's Department

The deputies were not able to attend the meeting.

Agenda Item #8: FY 2021 Final Audit | John Hagen, Eide Bailly

John Hagen from Eide Bailly presented the FY 2021 Final Audit. The opinion the City of Horace received for the fiscal year 2021 was a clean audit (an unmodified opinion in accounting terms). That means the City's financial statements were prepared in accordance with standards, do not contain misstatements, and are fairly presented.



Mr. Hagen explained that a city's federal fund needs a separate set of procedures once more than \$750,000 has been spent in a single year. Horace went over that threshold in 2021 because of the State Revolving Fund (SRF) loan which was taken out for the water projects and received unmodified opinion on it.

Agenda Item #9: 2023A Refinancing Improvement Bonds (RIB) | Lukas Croaker, City Attorney

Mr. Croaker presented the Parameters Resolution for the 2023A Refinancing Improvement Bonds (RIB) for the following four improvement projects:

Water, Sewer, Storm, and Street Improvement District No. 2021-1 (Southdale Farms 3rd Addition).

Water, Sewer, Storm, and Street Improvement District No. 2021-2 (Terra Gardens 3rd Addition).

Water, Sewer, Storm, and Street Improvement District No. 2021-3 (Lakeview Addition).

Water, Sewer, Storm, and Street Improvement District 2021-5 (Arrowwood 3rd Addition).

Mr. Croaker explained that the Parameters Resolution sets parameters for when the City sells the temporary bonds which are not to exceed \$21M and not to exceed an interest rate of 5.85% for all four projects. The pricing committee consists of Mayor Kory Peterson and City Administrator Brenton Holper.

Mayor Peterson asked Mike Manstrom and John Lundby from Colliers, who attended virtually via Teams video call, what interest rate would be achievable. Mr. Manstrom explained that Colliers was targeting an interest rate of 4.85%. He added that the bonds would be sold during the week of March 13, 2023.

Motion: Accept the Parameters Resolution for the 2023A Refinancing Improvement Bonds as Presented by Staff.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Councilmember Landstrom requested a list of the City's current and upcoming bonds. Mr. Croaker replied that his office keeps an up-to-date list. Councilmember Landstrom asked to see it to keep track of the City's debt. Mr. Manstrom added Colliers keeps a debt-book that keeps track of the current bonds, but not the upcoming bonds. He concluded that he is more than happy to email it to Councilmember Landstrom.

Agenda Item #10: Visto Industrial Addition | Jace Hellman, Community Development Director

Mr. Hellman explained that staff had met with Prairie Scales' business owners to discuss the proposed street name change resolution for Visto Industrial 3rd Addition. Mr. Hellman summarized the original street name request and added that he sent letters to the other two property owners who would be affected by a street name change. Neither property owners have responded to Mr. Hellman as of March 6, 2023.

Mr. Hellman added that no action is needed from the City Council at this time but that he would continue to work with the property owners to find out which street name solution would be best for all parties involved.



Agenda Item #11: River's Edge 2nd Addition | Jace Hellman, Community Development Director

Mr. Hellman summarized the proposed modifications of the River's Edge 2nd Addition plat. Some of the modifications included the Homeowner's Association (HOA) lot sign size increase, adding fence easements, adding/modifying storm sewer and drainage easements, as well as private drive entrance reconfigurations. Mr. Hellman noted that the Planning Commission had recommended approval of the proposed plat modifications during its February 28, 2023, meeting. He concluded that the proposed modifications will not change the general layout of the River's Edge 2nd Addition plat.

Motion: Approve the Plat Modifications for the River's Edge 2nd Addition as Presented by Staff.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #12: Enterprise Funds Debt Forgiveness | Matt Voltz, Finance Director

Mr. Voltz presented the Enterprise Funds Debt Forgiveness. He explained that prior to 2019, the Enterprise Funds (water, sewer, solid waste) were combined into one fund. They were budgeted to be separated in 2019 to have a complete view of each fund's performance and to enact more accurate revenue/expense management, to include regular reviews of utility pricing. During the conversion to three funds, there was money lent from fund to fund to start each with a positive balance.

The initial plan was to have these debts satisfied in FY2021 but in the transition of Finance Directors, it was never completed. The 2021 audit came back with a recommendation to satisfy the debts of \$175,931 due from the Water Fund to the General Fund and \$855,808 due from the Sewer Fund to the Water Fund.

All three impacted funds are currently healthy and independently sustainable. If the fund adjustments are made, it would strengthen the water fund, but would not be ideal for the sewer fund. As of YE22, the sewer fund balance combined with the sewer reserves are about half of what would be needed to satisfy its debt to the water fund. It may take several years to build the sewer fund back up, while the water reserves would sit around \$1M.

It is the staff's recommendation that this debt is forgiven and the transfer between funds does not need to occur. Mr. Voltz concluded that staff is seeking a motion of approval or denial from the City Council on the forgiveness of debt on the Enterprise Funds.

Motion: Approve Enterprise Funds Debt Forgiveness as Presented by Staff.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Landstrom

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #13: Horace Lutheran Church Cemetery | Brenton Holper, City Administrator

Mr. Holper explained that Cass County did not identify two cemetery lots in Horace when the special assessments for the 76th Ave. roundabout project and the Sanitary Sewer Line to Fargo were calculated. The two cemetery lots were assessed even though cemeteries do not get special assessed. Mr. Holper recommended waiving the remaining special assessments of the two cemetery sites and making sure that cemeteries will not get assessed going forward.



Motion: Approve Waiving of Special Assessments on Cemetery Sites as Long as the Horace Lutheran Church Corrects any Necessary Paperwork with the County.

1st Motion: Councilmember Landstrom

2nd Motion: Councilmember Veit

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #14: (REMOVED) Horace HQ, LLC – Liquor License Application | Brenton Holper, City Administrator

Agenda Item #15: Engineering/Public Works Report | Jim Dahlman, City Engineer

Mr. Dahlman explained that the company Key Contracting is getting ready to mobilize the meter vault which will be delivered to Horace in the next couple of weeks. The meter vault is needed for the connection to Cass Rural Water project and will be installed when the weather improves.

Mr. Dahlman also informed the City Council about the Wall Ave. project and stated that staff continues to meet with residents to discuss their trees and right-of-way acquisitions. Staff will continue to work on a course of action and will bring another update to the City Council soon.

Agenda Item #16: City Administrator Report | Brenton Holper, City Administrator

Mr. Holper explained that staff has been working with Waste Management to resolve some of their ongoing service issues. There were many problems with pick-ups during the past two winter storms. Staff will continue to work with Waste Management to ensure service improvements.

Mr. Holper summarized the costs of trees that will be offered to residents through the new Boulevard Tree Program. The first tree for the front of an existing home that was constructed before 2023 will cost \$50, each additional tree will cost \$250. The first tree on an end lot on a side boulevard will cost \$50, each additional tree will cost \$250. The residents who apply can choose from four different tree types: maple, crab apple, oak, or elm. Once the weather gets warmer, the City will start ordering trees and collect payments from the residents. If the demand will exceed the \$10,000 budget that was planned for the program, the City Council can approve additional funds.

Staff received a request from the Horace Elementary School to turn the section of Main St. between Wall Ave. and Chestnut Dr. into a school zone. The request included a few options such as a traffic signal as well as flashing beacons. The road belongs to the County and they will make the decision when it comes to traffic signals. The City Council discussed multiple options that could be considered for the school area to ease traffic congestions including widening the road. Councilmember Trudeau recommended that the school should use their resource officer to control traffic when busing is not available. Councilmember Veit asked that a solution be found soon because kids are not safe walking to school. She added that traffic congestion is so bad at times, that emergency vehicles will also not be able to reach the school in case of an emergency.

Lastly, Mr. Holper reminded everyone that the annual Easter egg hunt will take place on April 1, 2023, at 3:00 pm on the lawn of the Horace Lutheran Church. There will be over 20,000 Easter eggs scattered all over the lawn. Kids will also be able to win prizes. The Horace Lutheran Church will offer Easter activities prior to the egg hunt at 2:00 pm on April 1st in their social hall.



Agenda Item #17: Portfolio Reports

- a. Mayor Peterson attended an HLC meeting. He gave a presentation about the future of Horace. He also met with Berkshire and attended a conference call with Moody's.
- b. Councilmember Veit said that she keeps getting project status updates from Mr. Dahlman and Mr. Croaker.
- c. Councilmember Burkland – absent.
- d. Councilmember Landstrom said she went on a ride-along with some of the public work's staff during one of the snowstorms.
She continues to work on the planning for the Horace 150th celebrations.
She extended her well-wishes to Sally Showalter who will be leaving her position as the City's Communication Specialist.
- e. Councilmember Trudeau explained that MetroCOG will be holding a second round of interviews for the Executive Director next week.
He also extended well wishes to Ms. Showalter.

Agenda Item #18: Adjourn

Motion: Adjourn at 7:29 pm.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Landstrom

Action taken: All in favor, none opposed. Motion carried.

The next City Council Meeting is scheduled for **Monday, March 20, 2023, at 6:00 pm**



Horace City Council Meeting Minutes

The Horace City Council met on March 6, 2023 @ 6:00 pm at the Horace Fire Hall Event Center. Those present were Mayor Kory Peterson, Councilmembers Sarah Veit, Stephanie Landstrom, and Jeff Trudeau. Councilmember Naomi Burkland was absent. Others present included: Brenton Holper, City Administrator; Jace Hellman, Community Development Director; James Dahlman, City Engineer; Matt Voltz, Finance Director; Sally Showalter, Communications Specialist; and Lukas Croaker, City Attorney.

Mayor Peterson called the meeting to order at 6:05 pm.

The pledge of allegiance was recited.

Agenda Item #3: Approve Regular Agenda

Motion: Approve the Regular Agenda Removing Agenda Item # 14 Horace HQ, LLC. Liquor License Application.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Landstrom

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #4: Approve Consent Agenda

- a. Vendor Invoices
- b. Pledge Reports
- c. Water, Sewer, Storm, and Street Improvement District No. 2022-11 (Cub Creek 2nd Addition)
 - i. Progressive Estimate No. 2 to KPH, Inc.

Motion: Approve the Consent Agenda.

1st Motion: Councilmember Landstrom

2nd Motion: Councilmember Veit

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #5: Approval of City Council Meeting Minutes from February 21, 2023.

Motion: Approve the February 21, City Council Meeting Minutes.

1st Motion: Councilmember Landstrom

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #6: Public Comment

No comments.

Agenda Item # 7: Sheriff's Update | Craig Keller & Jake Murray, Cass County Sheriff's Department

The deputies were not able to attend the meeting.

Agenda Item #8: FY 2021 Final Audit | John Hagen, Eide Bailly

John Hagen from Eide Bailly presented the FY 2021 Final Audit. The opinion the City of Horace received for the fiscal year 2021 was a clean audit (an unmodified opinion in accounting terms). That means the City's financial statements were prepared in accordance with standards, do not contain misstatements, and are fairly presented.



Mr. Hagen explained that a city's federal fund needs a separate set of procedures once more than \$750,000 has been spent in a single year. Horace went over that threshold in 2021 because of the State Revolving Fund (SRF) loan which was taken out for the water projects and received unmodified opinion on it.

Agenda Item #9: 2023A Refinancing Improvement Bonds (RIB) | Lukas Croaker, City Attorney

Mr. Croaker presented the Parameters Resolution for the 2023A Refinancing Improvement Bonds (RIB) for the following four improvement projects:

Water, Sewer, Storm, and Street Improvement District No. 2021-1 (Southdale Farms 3rd Addition).

Water, Sewer, Storm, and Street Improvement District No. 2021-2 (Terra Gardens 3rd Addition).

Water, Sewer, Storm, and Street Improvement District No. 2021-3 (Lakeview Addition).

Water, Sewer, Storm, and Street Improvement District 2021-5 (Arrowwood 3rd Addition).

Mr. Croaker explained that the Parameters Resolution sets parameters for when the City sells the temporary bonds which are not to exceed \$21M and not to exceed an interest of 5.85% rate for all four projects. The pricing committee consists of Mayor Kory Peterson and City Administrator Brenton Holper.

Mayor Peterson asked Mike Manstrom and John Lundy from Colliers who were both standing by virtually via Teams video call what interest rate would be achievable. Mr. Manstrom explained that Colliers was targeting an interest rate of 4.85%. He added that the bonds would be sold during the week of March 13, 2023.

Motion: Accept the Parameters Resolution for the 2023A Refinancing Improvement Bonds as Presented by Staff.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Councilmember Landstrom requested a list of the City's current and upcoming bonds. Mr. Croaker replied that his office keeps an up-to-date list. Councilmember Landstrom asked to see it to keep track of the City's debt. Mr. Manstrom added Colliers keeps a so-called debt-book that keeps track of the current bonds, but not the upcoming bonds. He concluded that he is more than happy to email it to Councilmember Landstrom.

Agenda Item #10: Visto Industrial Addition | Jace Hellman, Community Development Director

Mr. Hellman explained that staff had met with Prairie Scales' business owners to discuss the proposed street name change resolution for Visto Industrial 3rd Addition. Mr. Hellman summarized the original street name request and added that he sent letters to the other two property owners who would be affected by a street name change. Neither property owners have responded to Mr. Hellman as of March 6, 2023.

Mr. Hellman added that no action is needed from the City Council at this time but that he would continue to work with the property owners to find out which street name solution would be best for all parties involved.



Agenda Item #11: River's Edge 2nd Addition | Jace Hellman, Community Development Director

Mr. Hellman summarized the proposed modifications of the River's Edge 2nd Addition plat. Some of the modifications included the Homeowner's Association (HOA) lot sign size increase, adding fence easements, adding/modifying storm sewer and drainage easements, as well as private drive entrance reconfigurations. Mr. Hellman noted that the Planning Commission had recommended approval of the proposed plat modification during their February 28, 2023, meeting. He concluded that the proposed modification will not change the general layout of the River's Edge 2nd Addition plat.

Motion: Approve the Plat Modifications for the River's Edge 2nd Addition as Presented by Staff.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #12: Enterprise Funds Debt Forgiveness | Matt Voltz, Finance Director

Mr. Voltz presented the Enterprise Funds Debt Forgiveness. He explained that prior to 2019, the Enterprise Funds (water, sewer, solid waste) were combined into one fund. They were budgeted to be separated out in 2019 to have a complete view of each fund's performance and to enact more accurate revenue/expense management, to include regular reviews of utility pricing. During the conversion to three funds, there was money lent from fund to fund to start each with a positive balance.

The initial plan was to have these debts satisfied in FY2021 but in the transition of Finance Directors, it was never completed. The 2021 audit came back with a recommendation to satisfy the debts of \$175,931 due from the Water Fund to the General Fund and \$855,808 due from the Sewer Fund to the Water Fund.

All three impacted funds are currently healthy and independently sustainable. If the fund adjustments are made, it would strengthen the water fund, but would not be ideal for the sewer fund. As of YE22, the sewer fund balance combined with the sewer reserves are about half of what would be needed to satisfy its debt to the water fund. It may take several years to build the sewer fund back up, while the water reserves would sit around \$1M.

It is the staff's recommendation that this debt is forgiven and the transfer between funds does not need to occur. Mr. Voltz concluded that staff is seeking a motion of approval or denial from the City Council on the forgiveness of debt on the Enterprise Funds.

Motion: Approve Enterprise Funds Debt Forgiveness as Presented by Staff.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Landstrom

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #13: Horace Lutheran Church Cemetery | Brenton Holper, City Administrator

Mr. Holper explained that Cass County did not identify two cemetery lots in Horace when the special assessments for the 76th Ave. roundabout project and the Sanitary Sewer Line to Fargo were calculated. The two cemetery lots were assessed even though cemeteries do not get special assessed. Mr. Holper recommended waiving the remaining special assessments of the two cemetery sites and making sure that cemeteries will not get assessed going forward.



Motion: Approve Waiving of Special Assessments on Cemetery Sites as Long as the Horace Lutheran Church Corrects any Necessary Paperwork with the County.

1st Motion: Councilmember Landstrom

2nd Motion: Councilmember Veit

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #14: (REMOVED) Horace HQ, LLC – Liquor License Application | Brenton Holper, City Administrator

Agenda Item #15: Engineering/Public Works Report | Jim Dahlman, City Engineer

Mr. Dahlman explained that the company Key Contracting is getting ready to mobilize the meter vault which will be delivered to Horace in the next couple of weeks. The meter vault is needed for the connection to Cass Rural Water project and will be installed when the weather improves.

Mr. Dahlman also informed the City Council about the Wall Ave. project and stated that staff continues to meet with residents to discuss their trees and right-of-way acquisitions. Staff will continue to work on a course of action and will bring another update to the City Council soon.

Agenda Item #16: City Administrator Report | Brenton Holper, City Administrator

Mr. Holper explained that staff has been working with Waste Management to resolve some of their ongoing service issues. There were many problems with pick-ups during the past two winter storms. Staff will continue to work with Waste Management to ensure service improvements.

Mr. Holper summarized the costs of trees that will be offered to residents through the new Boulevard Tree Program. The first tree for the front of an existing home that was constructed before 2023 will cost \$50, each additional tree will cost \$250. The first tree on an end lot on a side boulevard will cost \$50, each additional tree will cost \$250. The residents who apply can choose from four different tree types: maple, crab apple, oak, or elm. Once the weather gets warmer, the City will start ordering trees and collect payments from the residents. If the demand will exceed the \$10,000 budget that was planned for the program, the City Council can approve additional funds.

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Lastly, Mr. Holper reminded everyone that the annual Easter egg hunt will take place on April 1, 2023, at 3:00 pm on the lawn of the Horace Lutheran Church. There will be over 20,000 Easter eggs scattered all over the lawn. Kids will also be able to win prizes. The Horace Lutheran Church will offer Easter activities prior to the egg hunt at 2:00 pm on April 1st in their social hall.



Agenda Item #17: Portfolio Reports

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- e. Councilmember Trudeau explained that MetroCOG will be holding a second round of interviews for the Executive Director next week.
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Agenda Item #18: Adjourn

Motion: Adjourn at 7:29 pm.

1st Motion: Councilmember Trudeau

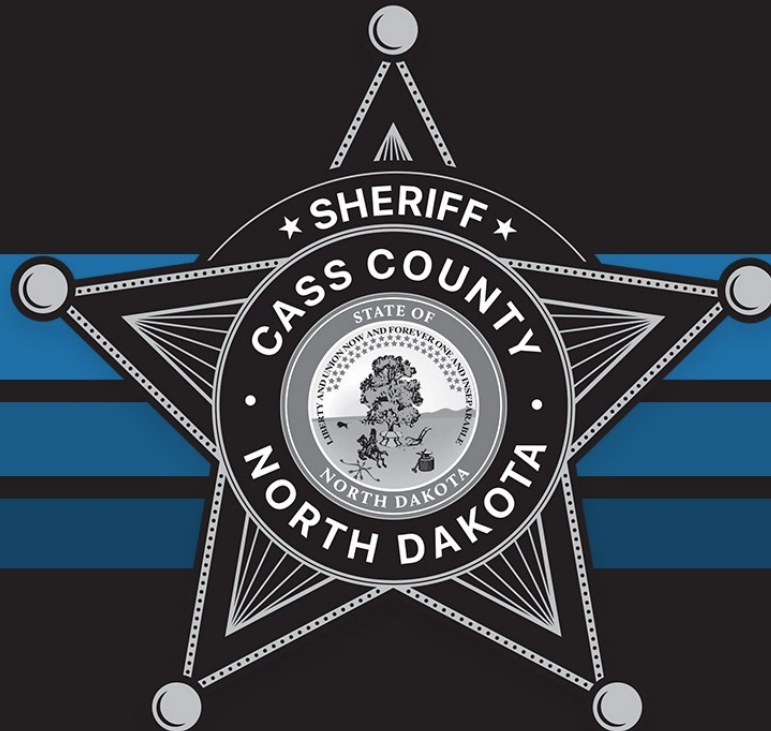
2nd Motion: Councilmember Landstrom

Action taken: All in favor, none opposed. Motion carried.

The next City Council Meeting is scheduled for **Monday, March 20, 2023, at 6:00 pm**

FEBRUARY 2023

CITY OF HORACE MONTHLY REPORT

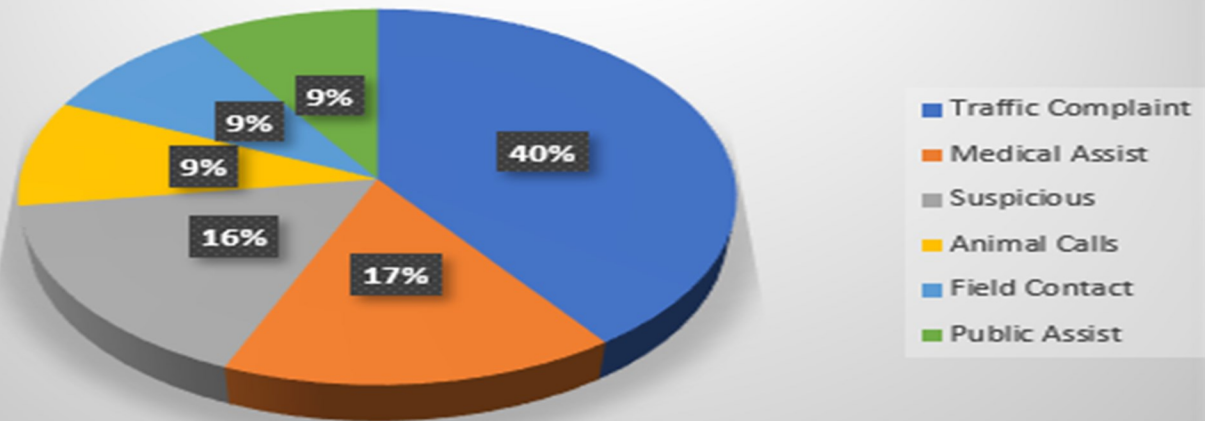


Sheriff Jesse Jahner

CASS COUNTY SHERIFF'S OFFICE

FEBRUARY 2023 - 214 CALLS FOR SERVICE

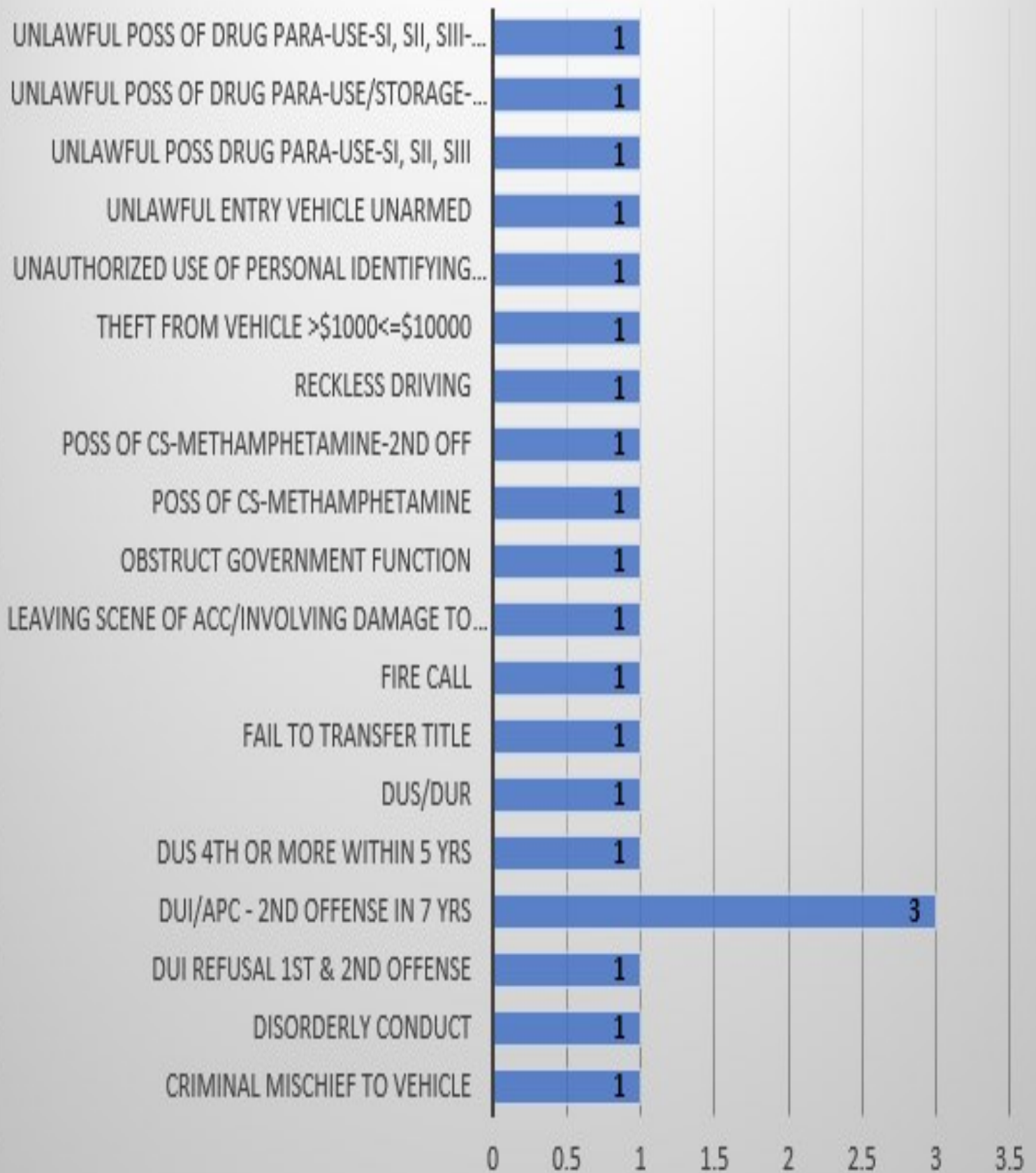
TOP INCIDENTS



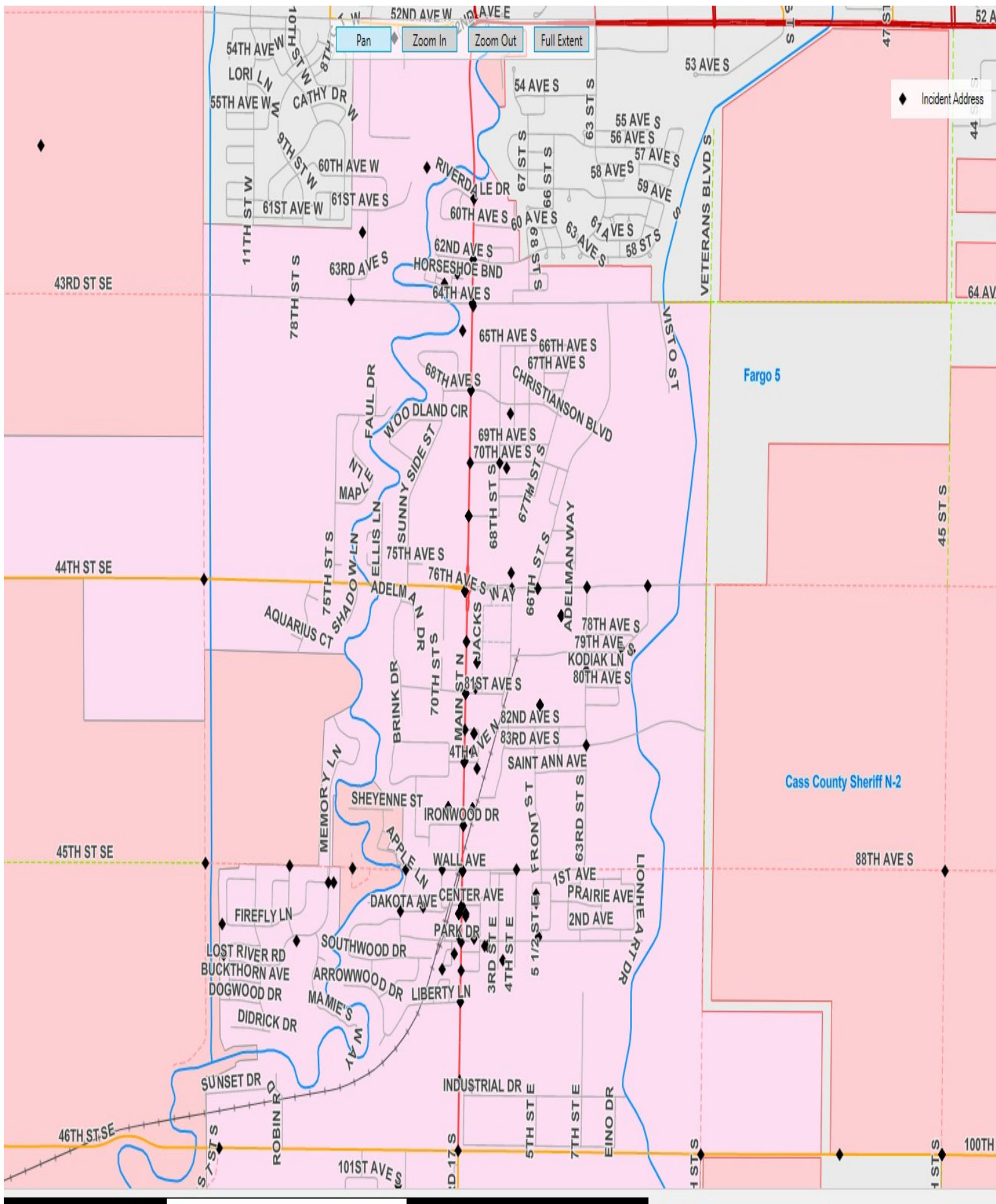
Traffic Complaint	22	Vandalism	2
Medical Assist	9	Parking Complaint	2
Suspicious	9	Stolen Vehicle	2
Animal Calls	5	Accident - Injury	1
Field Contact	5	Fraud	1
Public Assist	5	Gun Shots	1
Accident - Property	4	Harassment	1
Impaired Driver	4	Impaired Person	1
Alarm	2	Vehicle Break-in	1
Disturbance	2	Theft	1
Juvenile Complaint	2	Reckless Driving	0

CITATIONS ISSUED HORACE MUNICIPAL COURT	25
WARNINGS ISSUED	61
PARKING CITATIONS	0
PARKING WARNINGS	0
PARKING IMPOUNDS	0

FEBRUARY HORACE CASE OFFENSES



FEBRUARY MAP OF INCIDENTS HORACE





HORACE

2022 Yearly Report

Submittal Date: February 1, 2023

Submitted To: City of Horace

Submitted By: *Deputy Craig Keller and Deputy Jacob Murray*



Cass County Sheriff's Office
1612 23rd Avenue North
Fargo, North Dakota 58102



February 1, 2023

City Council Members

City of Horace
600 Nelson Drive

Dear Council Members,

2022 was another successful partnership between the City of Horace and the Cass County Sheriff's Office. All of the challenges that come from a city prospering such as Horace were met head on with the upmost respect for the citizen we serve. It is these partnerships with the city and the citizens that we continue to build upon and look forward to continuing into 2023.

Many of the statistical numbers from 2021 to 2022 remained relatively the same. The one notable increase was that of burglaries. Many of these burglaries were crimes of opportunity to the many construction sites within the city. With our community partnership we will continue to keep watch over these areas and strive to deter criminals from targeting these areas, and Horace as a whole. Another area that saw a small increase was that of traffic crashes and reckless driving. With growth comes an increase in traffic. Deputies have responded with increased traffic enforcement to ensure Horace's roads continue to be safe for residents and visitors.

Respectfully Submitted,

Deputy Craig Keller
Deputy Jacob Murray
Cass County Sheriff's Office



Cass County Sheriff's Office
1612 23rd Avenue North
Fargo, North Dakota 58102



YEARLY REPORT

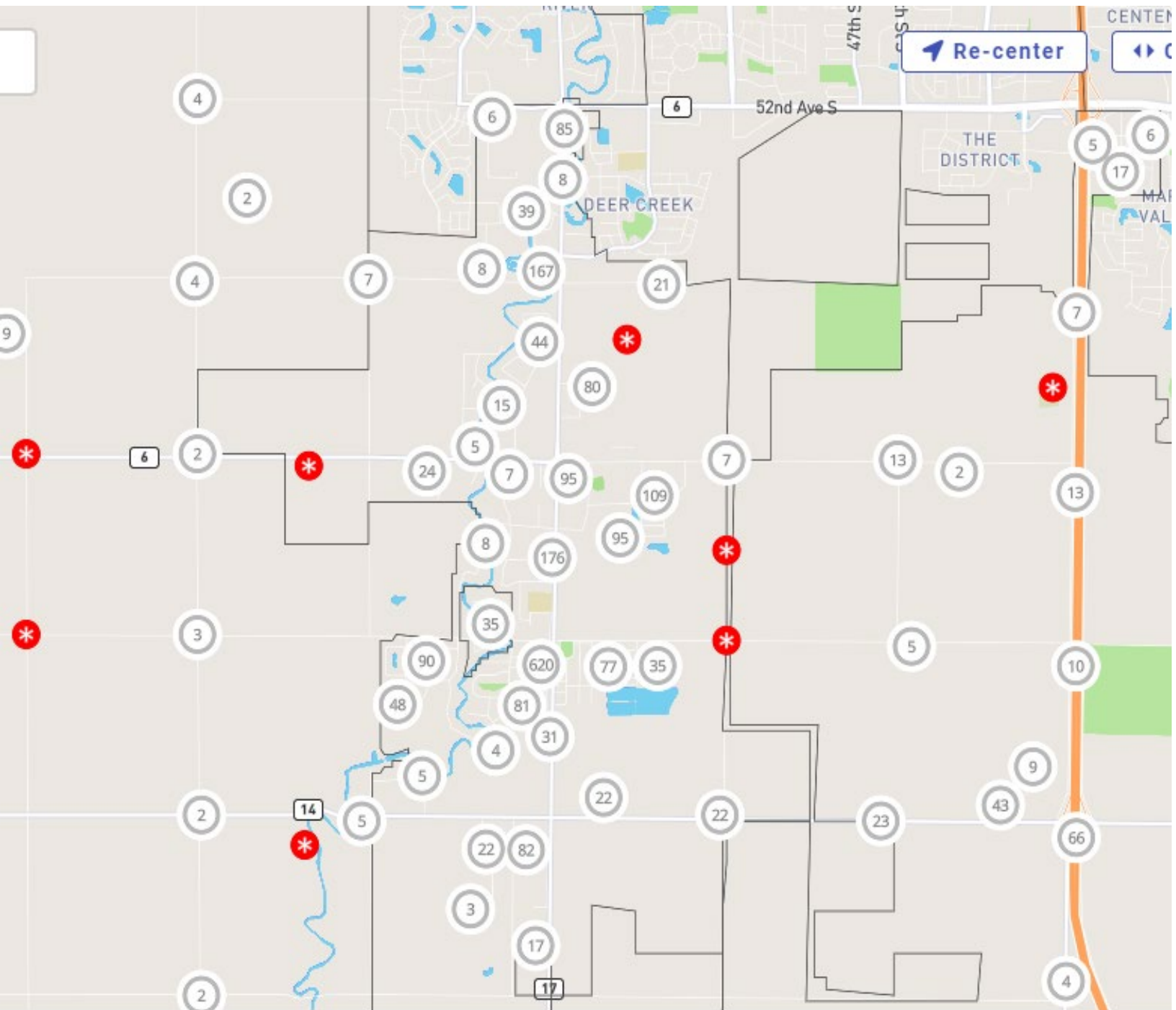
YEAR	2022	2021	2020
CALLS FOR SERVICE	2,511	2,204	1,981
TRAFFIC CRASH	38	33	35
RECKLESS DRIVING	33	26	26
JUVENILE COMPLAINTS	11	8	9
ANIMAL CALLS	69	82	78
ALCOHOL RELATED	21	26	22
DOMESTIC/DISTURBANCE	42	43	50
HARASSMENT	8	3	6
THREATS	8	6	4
ALL THEFT	26	25	23
BURGLARY	29	13	18
MENTAL HEALTH	7	6	4
SUSPICIOUS	150	159	162
MEDICAL ASSISTS	89	65	63
COP	238	418	333
BAR CHECKS	7	7	8
BUILDING CHECKS	81	127	116
TRAFFIC STOPS/COMPLAINTS	1,018	579	553
TOTAL HOURS	4,123:14	3,951:34	4,426:31



Cass County Sheriff's Office
1612 23rd Avenue North
Fargo, North Dakota 58102

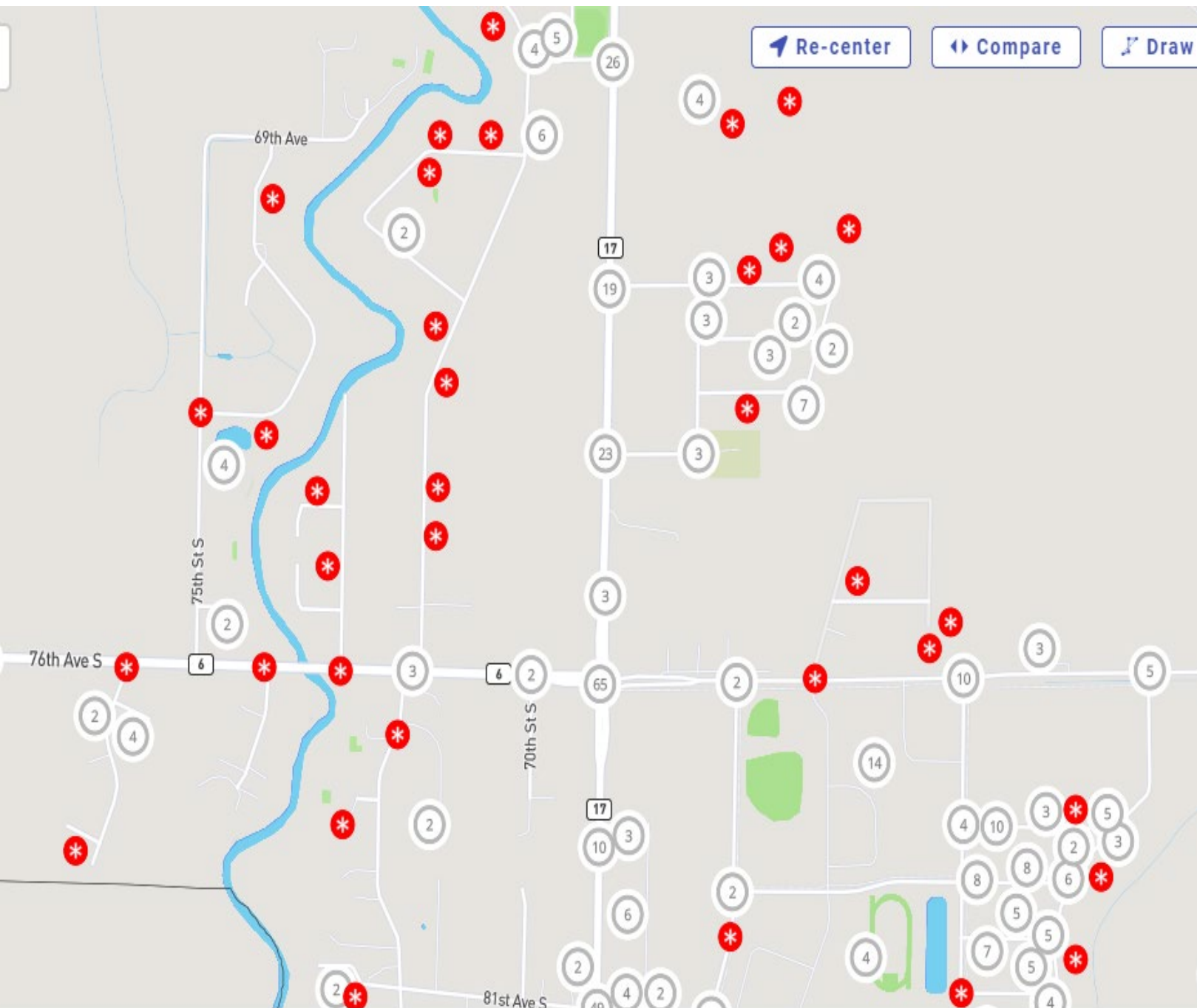


Calls for Service



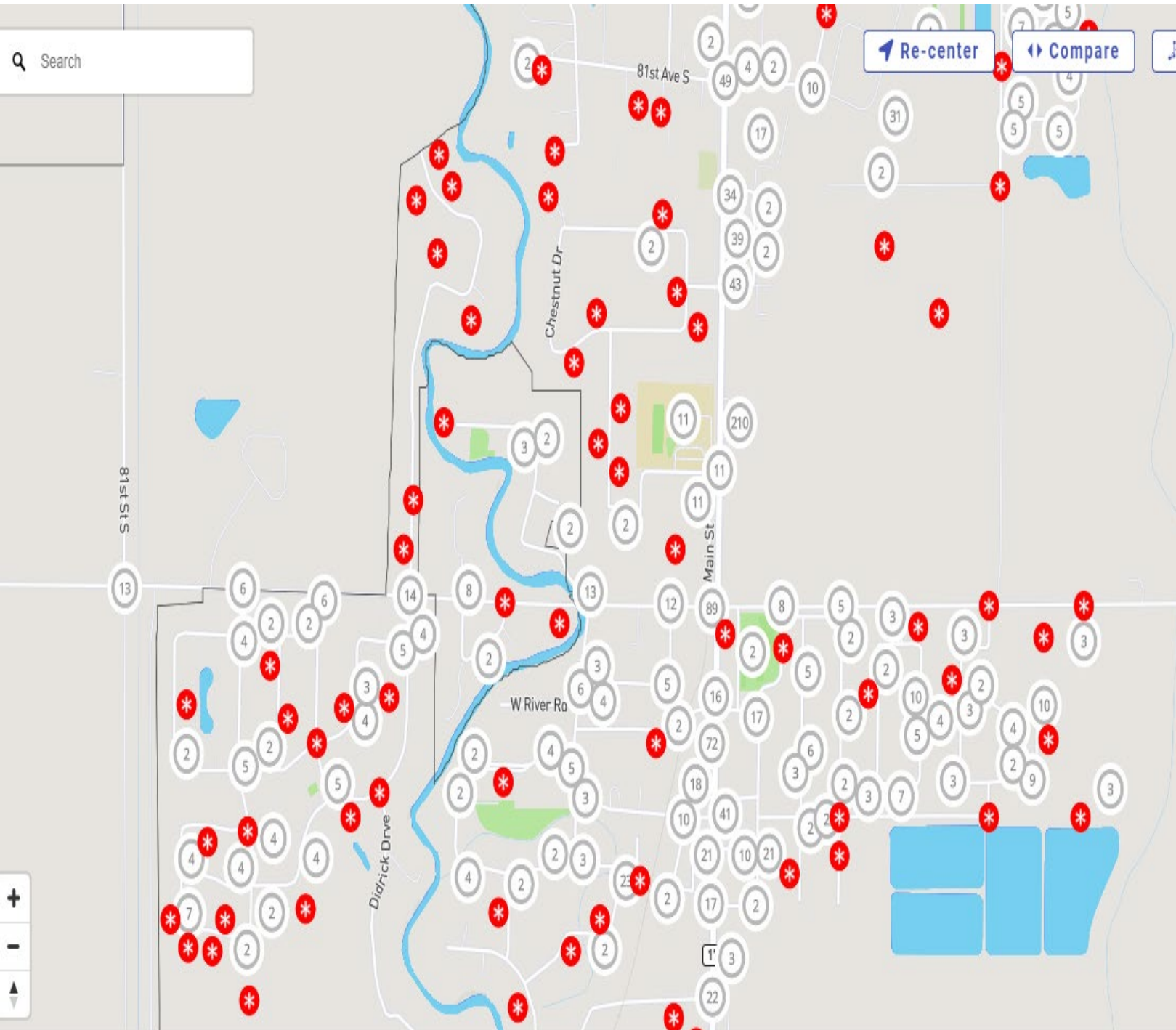


Calls for Service (Zoomed)



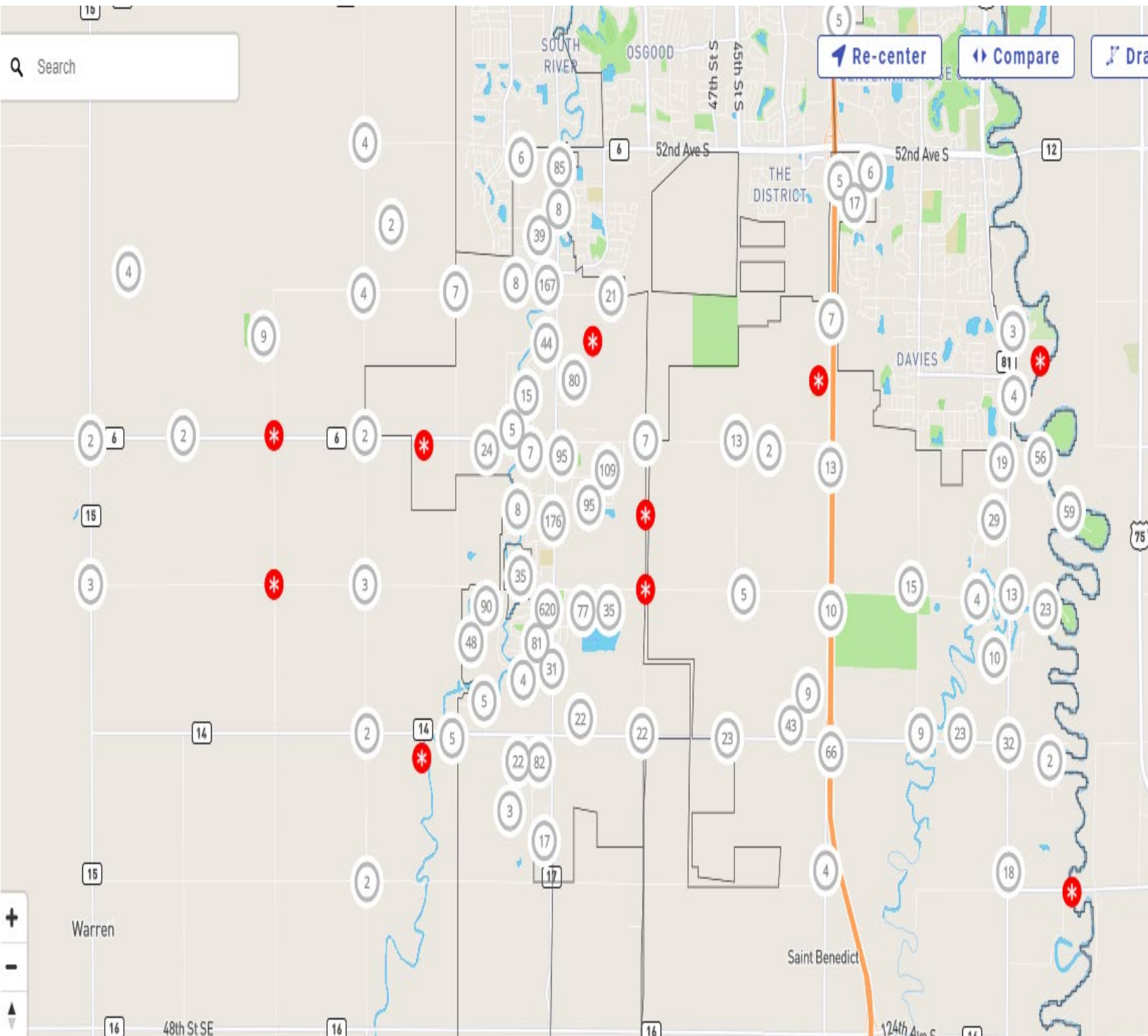


Cass County Sheriff's Office
1612 23rd Avenue North
Fargo, North Dakota 58102





Calls for Service (Including Rural)

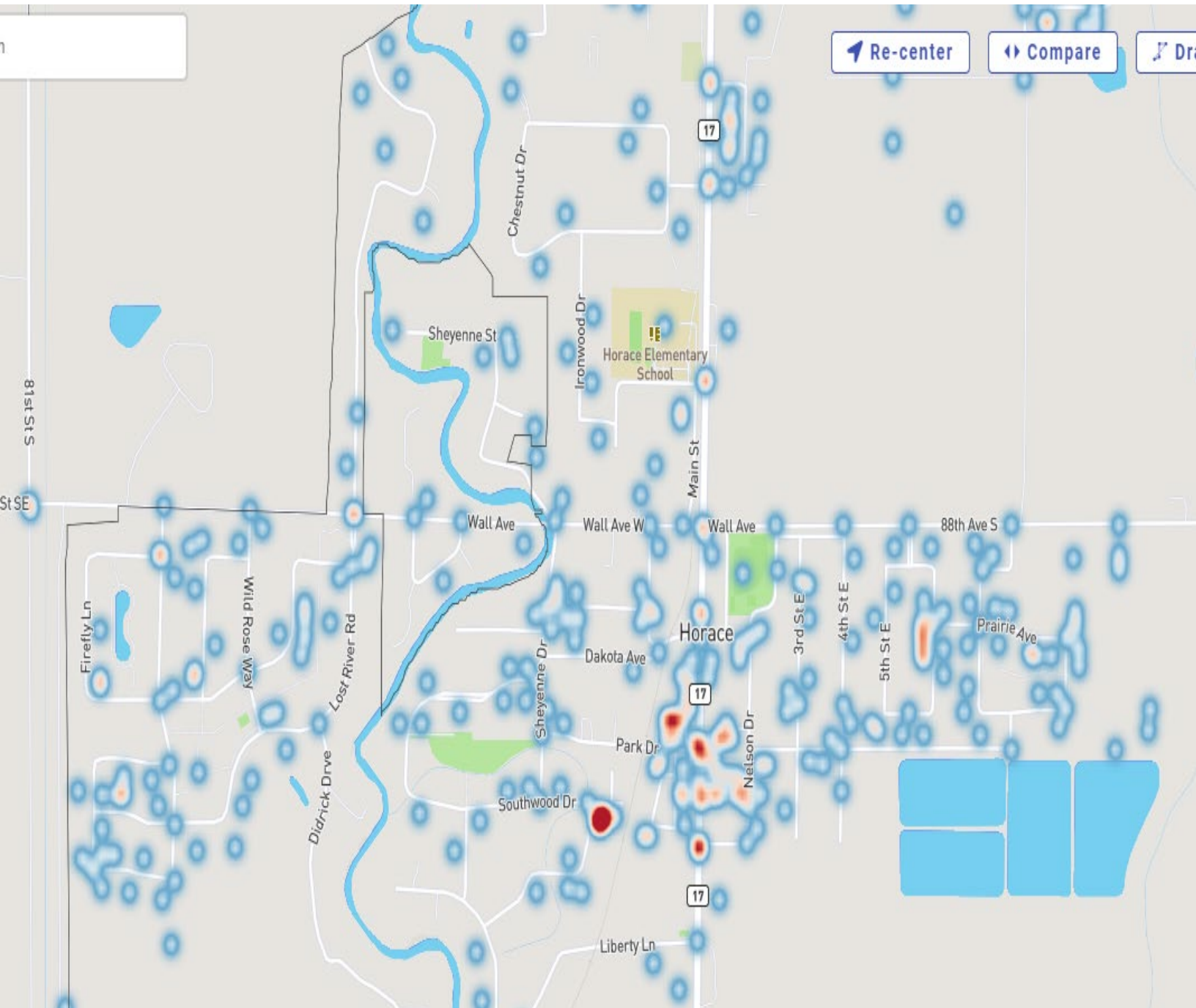




Cass County Sheriff's Office
1612 23rd Avenue North
Fargo, North Dakota 58102



Concentration of Incidents (Heat Map)





Cass County Sheriff's Office
1612 23rd Avenue North
Fargo, North Dakota 58102



MEMO

To: Horace City Council
(Via email: Bholper@cityofhorace.com)

From: James Dahlman, PE *Jad*

Date: March 14, 2023

Re: Water, Sewer, Storm, and Street Improvement District No. 2022-8
66th Street South from 76th Avenue to 64th Avenue
Horace, North Dakota
ER22-00-054

The bid opening for the above referenced project was Thursday February 9, 2023. The city received bids from six Contractors: All Finish Concrete, Inc., Dakota Underground, Co., KPH, Inc., Northern Improvement Co., Park Construction Co., Sellin Brothers, Inc.

The bid tabulation is attached.

The apparent low bidder for the bid was KPH Inc. of Fargo, ND with a bid of \$7,303,656.15.

KPH Inc. has provided information for review with the City of Horace responsible bidder policy. KPH Inc has been determined to be a responsible bidder and I recommend awarding the construction contract to KPH Inc in the amount of \$7,303,656.15.

If you have any questions, please feel free to contact me at (701) 532-0438.

Thank You

ATTACHMENTS

MEMO

To: Horace City Council
(Via email: Bholper@cityofhorace.com)

From: James Dahlman, PE *Jad*

Date: March 14, 2023

Re: Water, Sewer, Storm, and Street Improvement District No. 2023-1
Southdale Farms Sixth Addition
Project Location Map, Petition for Improvements, District Boundary Map
Horace, North Dakota
ER22-03-103.03

Please see attached project location map and petition for improvements submitted by HS Investments, LLC requesting infrastructure improvements for an area known as Southdale Farms Sixth Addition. The developer is requesting the infrastructure improvements be constructed with special assessments.

I have also attached the district boundary map.

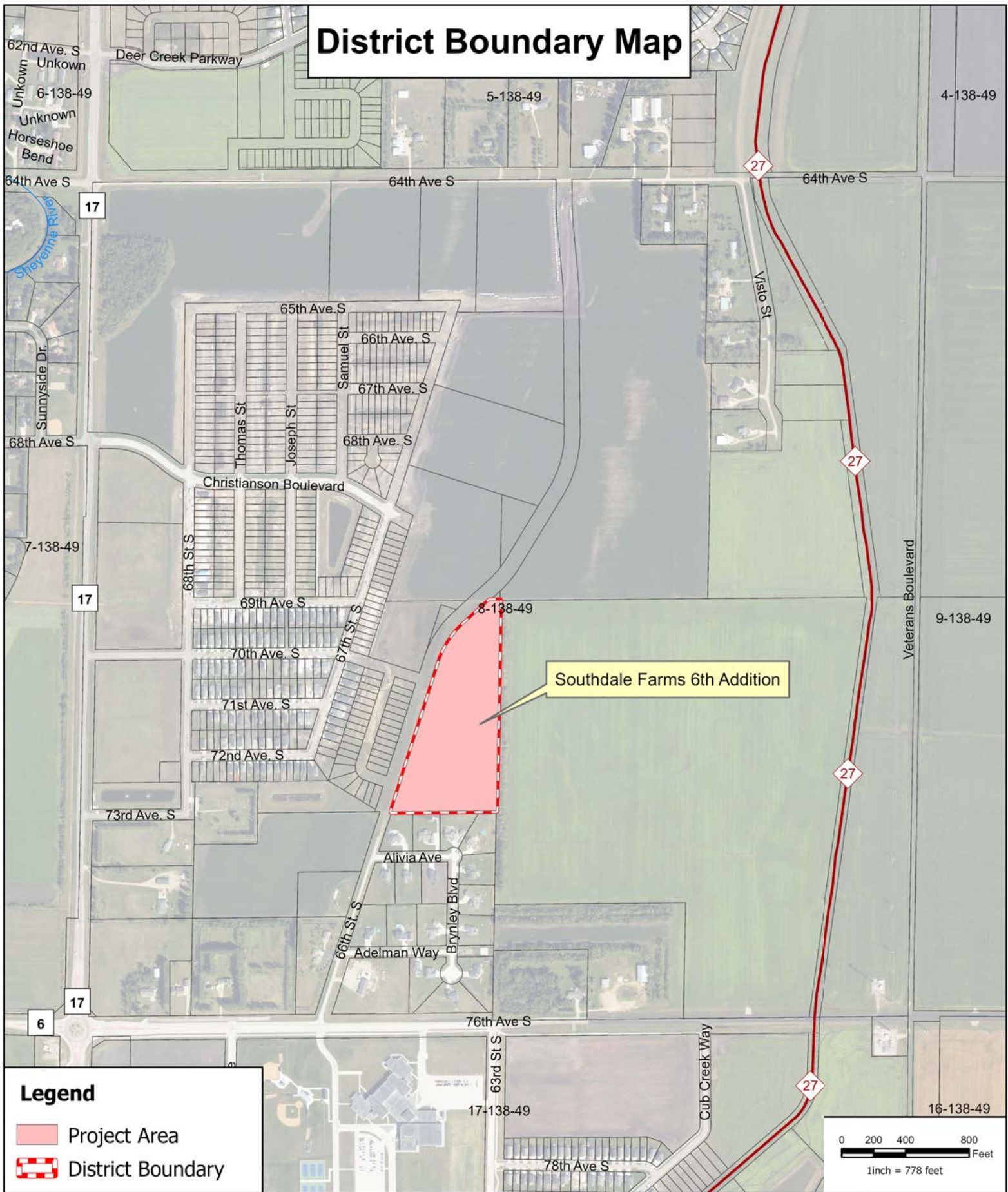
This information is being sent for your review, discussion, and approval.

Suggested motion:

Accept the petition for improvements and offer a resolution creating the improvement district as shown in the attached district boundary map.

If you have any questions, please feel free to contact me at (701) 532-0438.

District Boundary Map



Legend

- Project Area
- District Boundary

Water, Sewer, Storm and Street
Improvement District No. 2023-1 Horace, ND
Southdale Farms Sixth Addition

User Name: Nick Naseth Date Exported: 3/14/2023 1:03 PM Date Saved: 3/14/2023 12:59 PM
Units: Foot Coordinate System: NAD 1983 2011 StatePlane North Dakota South FIPS 3302 F81
Document Path: X:\GIS_Data\NorthDakota\Municipalities\Horace\City_Maps\SouthDaleFarms6thAdd_Dist_Bound\SouthDaleFarms6thAdd_Dist_Bound.aprx



PETITION FOR IMPROVEMENTS

I/ we, HS Investments, LLC (the "Petitioner"), is the legal and equitable owner of the following described property, to-wit:

SOUTHDALF FARMS SIXTH ADDITION

BEGINNING AT THE NORTHEAST CORNER OF LOT 4, BLOCK 1 OF ADELMAN ADDITION; THENCE S86°56'17"W ALONG THE NORTH LINE OF SAID BLOCK 1 OF ADELMAN ADDITION A DISTANCE OF 657.79 FEET TO THE NORTHWEST CORNER OF LOT 1 OF SAID BLOCK 1; THENCE N15°10'02"E ALONG THE EAST LINE OF THE 66TH STREET SOUTH RIGHT OF WAY A DISTANCE OF 986.73 FEET; THENCE CONTINUING ALONG SAID 66TH STREET SOUTH RIGHT OF WAY NORTHEASTERLY 286.37 FEET ALONG A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 550.00 FEET AND A CENTRAL ANGLE OF 29°49'58"; THENCE CONTINUING N45°00'00"E ALONG SAID 66TH STREET SOUTH RIGHT OF WAY A DISTANCE OF 310.58 FEET TO THE EAST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 8; THENCE S01°32'23"E ON AND ALONG SAID EAST LINE A DISTANCE OF 59.63 FEET TO THE CENTER OF SAID SECTION 8; THENCE CONTINUING S01°32'23"E ALONG THE EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 8 A DISTANCE OF 1322.71 FEET TO THE POINT OF BEGINNING. (the "Property").

The Petitioner hereby petitions the City of Horace, Cass County, North Dakota (the "City"), to create an improvement district for the purpose of constructing the following municipal improvements: Water, Sewer, Storm & Street (the "Improvements").

The Petitioner hereby requests that the City determine by resolution that a written petition for the Improvements signed by the owners of a majority of the area of the Property included within the district has been received and that the Resolution Declaring Work Necessary shall not be required for said improvement district.

The Petitioner hereby certifies that he/she is the legal and equitable owner(s) of the Property and has the authority to grant the City all necessary easements, rights of ways, fee simple, dedications, and other interests in the Property that may be required to complete the construction of the Improvements.

The Petitioner agrees that pursuant to North Dakota Century Code Chapters 40-23 through 40-32 that the City shall assess the entire cost of the Improvements against the Property and hereby agrees to pay the entire cost as levied and apportioned by the City.

IN WITNESS WHEREOF, the Petitioner executed this Petition for Improvements on this
8th day of March, 2023.

PETITIONER:

By: 

Its: President

This Petition for Improvements must be accompanied by evidence of ownership of the Property. Such evidence may include the following items: (a) title opinion; (b) O & E report; or (c) a copy of the vesting deed.

MEMO

To: Horace City Council
(Via email: Bholper@cityofhorace.com)

From: James Dahlman, PE

Date: March 14, 2023

Re: Sanitary Sewer Ordinance
Horace, North Dakota
ER23-03-103

The City of Horace does not have a sewer ordinance. Responsibility for repairs was a recent topic for the City Council and without an ordinance at that time, a decision to reimburse the homeowner for repairs was made. At that time, the City Council requested City Staff to prepare a sewer ordinance for future use.

The sewer ordinance establishes the procedure and cost for connection to sewer lines in the City of Horace, sets the monthly charges for sewer service and sets out the City's and customer's responsibilities for repair to sewer lines.

The attached policy has been prepared by the city attorney's office, reviewed by public works, project management, administration, and engineering and all recommend approval.

If you have any questions, please feel free to contact me at (701) 532-0438.

Thank You

ATTACHMENTS

ORDINANCE NO. 2022-17

AN ORDINANCE TO AMEND AND REENACT CHAPTER 9-01 OF TITLE IX OF THE REVISED ORDINANCES OF 2003 OF THE CITY OF HORACE, NORTH DAKOTA, RELATING TO SEWER AND GARBAGE SERVICE AND TO CREATE AND ENACT SECTION 9-0229 OF TITLE IX OF THE REVISED ORDINANCES OF 2003 OF THE CITY OF HORACE, NORTH DAKOTA, RELATING TO WATER SERVICE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HORACE, NORTH DAKOTA:

SECTION 1. Chapter 9-01 of Title IX of the Revised Ordinances of 2003 of the City of Horace, North Dakota, is hereby amended and reenacted to read as follows:

CHAPTER 9-01

~~GARBAGE AND~~ SEWER SERVICE

SECTIONS:

- 9-0101. Sewer Service Connection, Repairs, and Rates.
- 9-0102. ~~Garbage Service~~Definitions.
- 9-0103. ~~Discharge~~Connection to Public Sewers Required.
- 9-0104. ~~Certain Discharges of Storm Sewer Water Deemed Nuisance~~Private Wastewater Disposal.
- 9-0105. ~~Penalty~~Procedure and Cost for Connection to Sewer Lines.
- 9-0106. Use of Public Sewers.
- 9-0107. Waste Prohibited from Being Discharged to the Wastewater Treatment System.
- 9-0108. Certain Discharges of Storm Sewer Water Deemed Nuisance.
- 9-0109. Power and Authority of Inspectors.
- 9-0110. Monthly Charges for Sewer Service.
- 9-0111. Sewer Rates and Charges – Billing.
- 9-0112. When Bill Due: Failure to Pay.
- 9-0113. Liability of Owners and Occupants for Services.
- 9-0114. City's and Customer's Responsibilities for Repairs to Sewer Lines.
- 9-0115. Penalty.

9-0101. **SEWER SERVICE CONNECTION, REPAIRS, AND RATES.** The City Council of the City of Horace ~~shall, by resolution, hereby~~ establishes the procedure and cost for connection to sewer lines in the City of Horace, ~~sets~~ the monthly charges for sewer service, and ~~sets~~ out the City's and customer's responsibilities for repairs to sewer lines.

state or local standards. In cases of conflicting standards of regulations, the more stringent thereof shall be applied.

~~12.~~13. “Properly shredded garbage” means the wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch (1/2”) in any dimension.

~~13.~~14. “Public sewer” means a common sewer controlled by a governmental agency or public utility.

~~14.~~15. “Public Works Supervisor” means the supervisor of City public infrastructure including but not limited to water, sewers, and streets. The public works supervisor oversees employees in this department and reports to the City Administrator and/or City Council.

~~15.~~16. “Radioactive wastes” means radioactive wastes or isotopes of such half-life or concentration that they do not comply with regulations or orders issued by the appropriated authority having control over their use and which will or may cause damage or hazards to the sewerage facilities or personnel operating the system.

~~16.~~17. “Sanitary sewer” means a sewer that carries liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions together with minor quantities of groundwater, stormwater, and surface water that are not admitted intentionally.

~~17.~~18. “Sewage” means the spent water of a community. The preferred term is “wastewater.”

~~18.~~19. “Sewer” means a pipe or conduit that carries wastewater or drainage water.

~~19.~~20. “Significant industrial user” means any industrial user of the City’s wastewater treatment system whose flow exceeds:

- a. Fifty thousand (50,000) gallons per day; or
- b. Five percent (5%) of the daily capacity of the treatment system.

~~20.~~21. “**Slug discharge**” means any discharge of water or wastewater which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes more than five (5) times the average twenty four (24) hour concentration of flows during normal operation and shall adversely affect the collection system and/or performance of the waste water treatment works.

~~21.~~22. “Storm drain” (sometimes termed “storm sewer”) means a drain or sewer for conveying water, groundwater, subsurface water, or unpolluted water from any source.

- 22-23. “Suspended solids” means total suspended matter that either floats on the surface of, or is in suspension in water, wastewater, or other liquids, and that is removable by laboratory filtering.
- 23-24. “Unpolluted water” means water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities provided.
- 24-25. “User” means any person who discharges, causes, or permits the discharge of wastewater into the City’s waste water treatment system.
- 25-26. “Wastewater” means the spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions, together with any groundwater, surface water, and stormwater that may be present.
- 26-27. “Wastewater facilities” means the structures, equipment, and processes required to collect, carry away, and treat domestic and industrial wastes and dispose of the effluent.
- 27-28. “Wastewater treatment works” means an arrangement of devices and structures for treating wastewater, industrial wastes, and slug. The term “wastewater treatment works” sometimes used as synonymous with “waste treatment plant” or “wastewater treatment plant” or “water pollution control plant.”
- 28-29. “Watercourse” means a natural or artificial channel for the passage of water either continuously or intermittently.

Terms not otherwise defined herein shall be as adopted in the latest edition of Standard Methods for the Examination of Water and Wastewater, published by the American Public Health Association, the American Water Works Association, and the Water Pollution Control Federation.

9-0103. CONNECTION TO PUBLIC SEWERS REQUIRED.

1. It is unlawful for any person to place, deposit, or permit to be deposited in any unsanitary manner on public or private property within the City of Horace, or in any area under the jurisdiction of the City, any human or animal excrement, garbage, or other objectionable waste.
2. It is unlawful to discharge to any natural outlet within the City, or in any area under the jurisdiction of the City, any sewage or other polluted waters except where suitable treatment has been provided in accordance with subsequent provisions of this ordinance.
3. Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of wastewater.

4. The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, in the City and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sanitary or combined sewer of the City, is hereby required at the owner's expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this ordinance, within sixty (60) days after the date of official notice to do so, provided that said public sewer is within two hundred (200) feet of the property line.

9-0104. PRIVATE WASTEWATER DISPOSAL.

1. Where a public sanitary or combined sewer is not readily available, the building sewer shall be connected to a private wastewater disposal system complying with the provisions of this section.
2. Before commencement of construction of a private wastewater disposal system, the owner shall first obtain a written permit signed by Fargo Cass Public Health. The application for such permit shall be made on a form furnished by Fargo Cass Public Health, which the applicant shall supplement with any plans, specifications, and other information as are deemed necessary by Fargo Cass Public Health and the City. ~~A permit and inspection fee as set by resolution of the City Council shall be paid to the City at the time the application is filed.~~
3. A permit for a private wastewater disposal system shall not become effective until the installation is completed to the satisfaction of Fargo Cass Public Health. Fargo Cass Public Health shall be allowed to inspect the work at any stage of construction, and in any event, the applicant for the permit shall notify Fargo Cass Public Health when the work is ready for final inspection, and before any underground portions are covered. ~~The inspection shall be made within twenty-four (24) hours of the receipt of notice by the City.~~
4. The type, capacities, location, and layout of a private wastewater disposal system shall comply with all recommendations and/or regulations of Fargo Cass Public Health. A permit shall not be issued for any private wastewater disposal system not meeting these conditions. A septic tank or cesspool shall not be permitted to discharge to any natural outlet or to the ground surface.
5. At such time as a public sewer becomes available to a property served by a private wastewater disposal system, as provided in this Section, a direct connection shall be made to the public sewer within two (2) years or until tank failure, whichever occurs later, in compliance with this ordinance, and any septic tanks, cesspools, and similar private wastewater disposal facilities shall be cleaned of slug and filled with suitable material.
- ~~2-6.~~ The owner shall operate and maintain the private wastewater disposal facilities in a sanitary manner at all times, at no expense to the City. All slug or solids, to be disposed of from a septic tank, cesspool, or other individual method of disposal shall be disposed of by a licensed septic tank pumper.

3.7. Statements contained in this section shall not be construed to interfere with any additional requirements that may be imposed by the local health officer, Fargo Cass Public Health.

9-0105. PROCEDURE AND COST FOR CONNECTION TO SEWER LINES.

1. Unauthorized persons shall not uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the City.
2. Sewer service connection permits shall not be issued by the City until a fee for each connection shall have been paid for such permit. Fees shall be set by resolution of the City Council.
3. Costs and expenses incidental to the installation and connection of the building sewer shall be the sole responsibility of the owner. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.
4. A separate and independent building sewer shall be provided for every building; except where one (1) building stands at the rear of another on an interior lot and private sewer is not available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one (1) building sewer, but the City does not and will not assume any obligation or responsibility for damage caused by or resulting from any such single connection aforementioned.
5. Old building sewers may be used in connection with new buildings only when they are found, on examination and test, to meet all requirements of this ordinance.
6. The size, slope, alignment, materials of construction of all sanitary sewers including building sewers, and the methods to be used in excavating, placing of the pipe, joints, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the City. Pipe used in the construction or reconstruction of structures shall be Schedule 40. In the absence of suitable code provisions set forth in appropriate specifications of the American Society for Testing and Materials and Water Pollution Control Federation Manual Practice No. 9 shall apply.
7. Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
8. Persons shall not make connection of roof downspouts, foundation drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer, or building drain which in turn is connected directly or indirectly to a public sanitary

or clearwater sewer unless such connection is approved by the City and the North Dakota State Department of Health, except as provided hereafter:

- a. The public works supervisor is authorized to issue a permit to allow a property owner to discharge water into the sanitary water system. Prior to the issuance of the permit, the public works supervisor, or designee, shall verify that the criteria set forth in subsection (c) of this section has been satisfied. The permit shall authorize such discharge only from November 15 through March 15 of each year and the owner and property shall be subject to such monthly winter discharge fee as established by resolution of the City Council.
- b. The winter discharge permit shall further require the owner to permit an inspection of the property on March 16 or as soon thereafter as possible by the public works supervisor, or designee, to determine that the discharge into the sanitary sewer has been discontinued. In lieu of having the City inspect the property, a person may furnish a certificate from a licensed plumber certifying that their property is in compliance with this section. In the event the owner refuses that inspection (or fails to furnish a plumber's certificate and photograph of the discharge in lieu thereof) or fails to discontinue the discharge into the sanitary sewer, the owner and property shall be subject to such increase in fee as established by resolution. A nonrefundable increased fee as established by resolution of the City Council will commence with the April water and sewer billing and continue until the property owner establishes compliance with this section.
- c. For a property owner to be eligible for a winter discharge permit, the water being discharged from the sump pump or footing drain cannot be readily discharged into a storm drain or other acceptable drainage system and at least one (1) of the following criteria must be met:
 - (1) The freezing of the surface water discharge from the sump pump or footing drain is causing a dangerous condition, such as ice buildup or flooding, on either public or private property;
 - (2) The property owner has demonstrated that there is danger that the sump pump or footing drain pipes will freeze up and result in either failure or damage to the sump pump unit or the footing drain and cause basement flooding.
- d. If the public works supervisor, or designee, determines that a sump pump or footing drain is causing an icy condition on streets or sidewalks between November 15 to March 15, the public works supervisor may require the property owner to obtain a discharge permit and discharge the owner's sump pump into the sanitary sewer system following ten (10) days' written notice and an opportunity for the property owner to be heard.

- e. Any property with a sump pump found not in compliance with this section, but subsequently verified as compliant shall be subject to an annual inspection to confirm continued compliance. Any property found not to be in compliance upon reinspection, or a person refusing to allow their property to be reinspected within thirty (30) days after receipt of mailed written notice from the City of the reinspection, shall be subject to the nonrefundable fee set forth in subsection (b) of this section.
 - f. The public works supervisor, or designee, showing proper credentials and identification, shall be permitted to enter all properties for the purpose of inspection and observation to identify prohibited discharges into the sanitary sewer system. Any person may furnish a certificate from a licensed plumber certifying their property is in compliance with this section, in lieu of having the City inspect their property. Any person refusing to allow their property to be inspected [or failing to furnish a plumber's certificate thereof within fourteen (14) days from the date the public works supervisor, or designee, is denied admittance to the property] shall immediately become subject to the increased penalty provided for in subsection (b) of this section, which shall continue until proof of compliance with this section has been provided to the City.
- 9. The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the City, or the procedures set forth in appropriate specifications of the A.S.T.M. and the W.P.C.F. Manual of Practice No. 9. All such connections shall be made gas-tight and watertight and verified by proper testing. Any deviation from the prescribed procedures and materials must be approved by the City before installation.
 - 10. The applicant for the building sewer permit shall notify the City when the building sewer is ready for inspection and connection to the public sewer. The connection and testing shall be made under the supervision of the City.
 - 11. Excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the City.

9-0106. USE OF PUBLIC SEWERS.

- 1. No person shall discharge or cause to be discharged any unpolluted waters such as stormwater, surface water, groundwater, roof runoff, subsurface drainage, or cooling water to any building drain or sewer which in turn is connected directly or indirectly to the sanitary sewer unless such connection is approved by the City.
- 2. Stormwater, other than that exempted, and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or

storm sewers, or to a natural outlet approved by the public works supervisor or designee.

3. No person shall discharge or cause to be discharged any of the following described water or wastes to any public sewers:

- a. Solid or viscous wastes. Solid or viscous wastes which will or may cause obstruction to the flow in a sewer, or otherwise interfere with the proper operation of the wastewater treatment system. Prohibited materials include, but are not limited to, grease, uncomminuted garbage, animal guts or tissues, paunch manure, bones, hair, hides or fleshings, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastic, tar, asphalt residues, residues from refining or processing of fuel or lubricating oil, and similar substances.
- b. Improperly shredded garbage. Garbage that has not been ground or comminuted to such a degree that all particles will be carried freely in suspension under flow conditions normally prevailing in the public sewers, with no particle greater than one-half inch (1/2") in any dimension.
- c. Corrosive wastes. Any waste which will cause corrosion or deterioration of the treatment system.
 - (1) All wastes discharged to the public sewer system must have a pH value in the range of six (6) to nine (9) standard units, except as otherwise provided herein. Prohibited materials, include, but are not limited to, acids, sulfides, concentrated chloride and fluoride compounds, and substances which will react with water to form acidic products.
 - (2) When authorized by special permit issued by the public works supervisor, wastes discharged to the publicly owned treatment works may exceed a pH value up to (10.5), provided that pH value testing of the City sewer shall be done at least four (4) times per year by the industry receiving the special permit. The test shall be taken at the nearest access hole on the downstream side of the sewer service for the particular building or site for which the special permit was issued.
- d. Toxic substances. Any water containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the wastewater treatment plant.
- e. Explosive mixtures. Liquids, solids, or gases which by reason of their nature or quantity are, or may be sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the

sewerage facilities or to the operation of the system. At no time shall two (2) successive readings on an explosion hazard meter, at the point of discharge into the sewer system, be more than five percent (5%) nor any single reading over ten percent (10%) of the lower explosive limit (L.E.L.) of the meter. Prohibited materials include, but are not limited to gasoline, kerosene, naphtha, benzene, toluene, zylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides, and sulfides.

- f. Slug discharge. Wastewaters at a flow rate or containing such concentrations or quantities of pollutants that exceed for any time period longer than fifteen (15) minutes more than five (5) times the average twenty-four (24) hour concentration, quantities, or flow during normal operation and that would cause a treatment process upset and subsequent loss of treatment efficiency.
- g. Radioactive wastes. Radioactive wastes or isotopes of such half-life or concentration that they do not comply with regulations or orders issued by the appropriate authority having control over their use and which will or may cause damage or hazards to the sewerage facilities or personnel operating the system.

- 4. The following described substances, materials, waters, or waste shall be limited in discharges to municipal systems to concentrations or quantities which will not harm either the sewers, waste water treatment process or equipment, will not have an adverse effect on the receiving stream, or will not otherwise endanger lives, limb, public property, or constitute a nuisance. The public works supervisor may set limitations lower than the limitations established in the regulations below if in the public works supervisor's opinion such more severe limitations are necessary to meet the above objectives. In forming the public works supervisor's opinion as to the acceptability, the public works supervisor will give consideration to such factors as the quantity of subject waste in relation to flows and velocities in the sewers, materials of construction of the sewers, the wastewater treatment process employed, capacity of the wastewater treatment plant, degree of treatability of the waste in the wastewater treatment plant, and other pertinent factors. The limitations or restrictions on materials or characteristics of waste or wastewaters discharged to the sanitary sewer which shall not be violated without approval of the public works supervisor are as follows:

- a. Wastewater having a temperature higher than one hundred fifty (150) degrees Fahrenheit [sixty-five (65) degrees Celsius].
- b. Wastewater containing more than twenty-five (25) milligrams per liter of petroleum oil, nonbiodegradable cutting oils, or product of mineral oil origin.
- c. Wastewater from industrial plants containing floatable oils, fat, or grease.

- d. Any garbage that has not been properly shredded. Garbage grinders may be connected to sanitary sewers from homes, hotels, institutions, restaurants, hospitals, catering establishments, or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers.
 - e. Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances to such degree that any such material received in the composite wastewater at the wastewater treatment works exceeds the limits established by the public works supervisor for such materials.
 - f. Any waters or wastes containing odor-producing substances such as phenols exceeding limits which may be established by the public works supervisor.
 - g. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the public works supervisor in compliance with applicable state or federal regulations.
 - h. Quantities of flow, concentrations, or both which constitute a “slug” as defined herein.
 - i. Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed, or are amenable to treatment only to such a degree that the wastewater treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.
 - j. Any water or wastes which, by interaction with other water or wastes in the public sewer system, release poisonous or obnoxious gases, form suspended solids which interfere with the collection system, or create a condition deleterious to structures and treatment processes.
 - k. Any wastes which are not susceptible to treatment or which interfere with the biological processes or efficiency of the treatment system or will pass through the system causing a violation of the City’s NPDES permit.
5. If any waters or wastes are discharged, or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in subsection (4) of this section, and which in the judgment of the public works supervisor, may have a deleterious effect upon the wastewater facilities, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the public works supervisor may:
- a. Reject the wastes;
 - b. Require pretreatment to an acceptable condition for discharge to the public sewers;

- c. Require control over the quantities and rates of discharge; and/or
- d. Require payment to cover the added costs of handling and treating the wastes not covered by sewer charges.

If the public works supervisor permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the public works supervisor and the State Department of Health.

- 6. Grease, oil, and sand interceptors shall be provided when, in the opinion of the public works supervisor, they are necessary for the proper handling of liquid wastes containing floatable grease in excessive amounts as specified herein, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for private living quarters of dwelling units. All interceptors shall be of a type and capacity approved by the state plumbing code and shall be located as to be readily and easily accessible for cleaning and inspection. In the maintaining of these interceptors, the owner shall be responsible for the proper removal and disposal by appropriate means of the collected material and shall maintain records of the dates and means of disposal which are subject to review by the public works supervisor. Any removal of the collected materials not performed by owner's personnel must be performed by a licensed waste disposal firms.
- 7. Where pretreatment or flow-equalizing facilities are provided or required by any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at the owner's expense.
- 8. When required by the public works supervisor, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable structure together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such structures, when required, shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the public works supervisor. The structure shall be installed by the owner at the owner's expense, and shall be maintained by the owner so as to be safe and accessible at all times.
- 9. The public works supervisor may require a user of sewer services to provide information needed to determine compliance with this section. These requirements may include:
 - a. Wastewaters discharge peak rate and volume over a specified time period.
 - b. Chemical analyses of wastewaters.
 - c. Information on raw materials, processes, and products affecting wastewater volume and quality.
 - d. Quantity and disposition of specific liquid, slug, oil, solvent, or other materials important to sewer use control.

- e. A plot plan of sewers of the user's property showing sewer and pretreatment facility location.
 - f. Details of wastewater pretreatment facilities.
 - g. Details of systems to prevent and control the losses of materials through spills to the municipal sewer.
10. All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in this section shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Waste Water" published by the American Public Health Association. Sampling methods, location, times, durations, and frequencies are to be determined on an individual basis by the public works supervisor.
11. No statement contained in this section shall be construed as preventing any special agreement or arrangement between the City and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the City for treatment.

9-0107. WASTE PROHIBITED FROM BEING DISCHARGED TO THE WASTEWATER TREATMENT SYSTEM. The discharge of wastes containing materials in such quantities to be detrimental to the bacterial activity required for wastewater treatment is hereby prohibited. The discharge of wastes which cause or are likely to cause maintenance problems, such as hindering flow, blocking pipes, and/or clogging pumps, is hereby prohibited. The discharge of liquid or vapor, having a temperature higher than one hundred fifty (150) degrees Fahrenheit or which liquid or vapor could interfere with the operation of the controls for either a pumping station or the treatment facilities, shall be prohibited.

9-0108. CERTAIN DISCHARGES OF STORM SEWER WATER DEEMED NUISANCE.

1. Discharges of storm water, groundwater, roof runoff, yard drainage, yard fountain or pond overflow, or other surface runoff waters into areas with inadequate drainage tend to create a harborage for insect and vermin infestations and are hereby deemed a nuisance. No owner, occupant, or user of property therefore may discharge any storm water, groundwater, roof runoff, yard drainage, yard fountain or pond overflow, or other surface runoff waters in such a manner so as to allow the collection of the same on their property or other properties without proper drainage. Discharges of storm water, groundwater, roof runoff, yard drainage, yard fountain or pond overflow, or other surface runoff waters by the use of such devices as sump pumps must be made directly into the storm sewer system of the City of Horace or drainage ditches which run thereto.
2. No owner, occupant, or user of property abutting Park District property of the City of Horace shall cause or allow water from any spout, sump pump, or similar device to be directly or indirectly deposited on the Park District property. Similarly, no person shall deposit snow, earth, construction material, or other substance on Park District property of the City of Horace without written permission from the City

Auditor. Notwithstanding such written permission issued, no person shall deposit any material containing salt, sand, or other substance which may be harmful to vegetation or other Park District property.

3. The City Auditor shall have the authority to issue letters to violators of this section. If the violation is not abated within the time set forth in the notice of violation, the City Attorney is authorized to prosecute such offenses in the Horace Municipal Court or to seek abatement in the District Court.

9-0109. POWER AND AUTHORITY OF INSPECTORS.

1. The public works supervisor, or designee, bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing pertinent to discharge to the community system in accordance with the provisions of this section.
2. The public works supervisor, or designee, is authorized to obtain information concerning industrial processes which have a direct bearing on the kind and source of discharge to the wastewater collection system. The industry may withhold information considered confidential. The industry must establish that the revelation to the public of the information in question might result in a fiscal advantage to competitors.
3. While performing the necessary work on private properties referred to in subsection (1) of this section, the public works supervisor, or designee, shall observe all safety rules applicable to the premises established by the company, and the company shall be held harmless for injury or death to the City employees, and the City shall indemnify the company against loss or damage to its property by City employees and against liability claims and demands for personal injury or property damage asserted against the company growing out of the gauging and sampling operation, except as may be caused by negligence or failure of the company to maintain safe conditions.
4. The public works supervisor, or designee, shall be permitted to enter all private properties through which the City holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the wastewater facilities lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

9-0110. MONTHLY CHARGES FOR SEWER SERVICE.

1. Sewer charges shall be on a monthly basis covering the respective monthly periods each year. The term "residential" as used herein shall include all premises occupied and used exclusively as a home by not more than two (2) families. The term "non-residential" shall include all other premises. When a charge is determined by metered water consumption, the amount of water on which the charge is based shall be that multiple of one thousand (1,000) gallons closest to the actual meter reading.

2. The owner or occupant of each residential or non-residential premises connected with the sewer system of the City shall pay a minimum service charge per month as set by resolution of the City Council.
3. In addition to the minimum service charge, all residential premises shall pay an additional charge as set by resolution of the City Council per one thousand (1,000) gallons for flows greater than ten thousand (10,000) gallons of water per month.
4. In addition to the minimum service charge, all non-residential premises shall pay an additional charge as set by resolution of the City Council per one thousand (1,000) gallons for all flows greater than one thousand (1,000) gallons of water per month.

9-0111. **SEWER RATES AND CHARGES – BILLING.** The City Auditor shall render a statement at the end of the first full week of each month setting forth separately the charges for water and for sewage service for the preceding month to each premise connected with the water or sewage system.

9-0112. **WHEN BILL DUE: FAILURE TO PAY.** All bills for water service, sewage service, charges and rentals, and water deliveries and labor and materials furnished each month shall be due and payable on the 25th day of the month at the office of the City Auditor. A monthly late fee, in an amount set by resolution of the City Council, will be assessed for all payments received after the 25th day of the month. If such bills, or any part thereof, are not paid within sixty (60) days of the date of the bill, the City will provide written notice, at least ten (10) days prior thereto, of the City's intent to shut off the supply of water to the premises for which the bill is rendered and shall not be turned on again until the entire balance has been paid, together with an amount as set by resolution of the City Council for recontinuing the service. A fee will also be charged for all returned checks and returned ACH payments, as set by resolution of the City Council.

9-0113. **LIABILITY OF OWNERS AND OCCUPANTS FOR SERVICES.** The owner and occupant of each premises shall be jointly and severally liable for all charges for water and sewage service and garbage during the period of their respective ownership or occupancy. Water will not be furnished to any property which is indebted to the City.

9-0114. **CITY'S AND CUSTOMER'S RESPONSIBILITIES FOR REPAIRS TO SEWER LINES.** The City shall be responsible for maintenance and repair of leaks or other defects in the sewer main. The property owner shall be responsible for maintenance and repairs of leaks or other defects from the end of the wye on the sewer main to the premises. Property owners are responsible for the service line from the main including the hole in the main and the wye. If there is a leak and it cannot be determined as to whether the leak is in that part of the line for which the City or the owner has responsibility for repair and maintenance, the City may make the necessary excavation, and if such leak is found to be in the service line on the owner's property, the owner shall immediately repair such leak, backfill such excavation, and pay the City for the cost of making the excavation. The City may shut off the water service on any owner who fails or neglects to repair a leak for which they are responsible for maintenance or who fails to pay the cost of the City in making the excavation to determine the location of the leak if the leak is on the property of the owner.

~~9-0102.— **GARBAGE SERVICE.** Any person with water service requesting not to have garbage picked up at the water connected address should notify the City Auditor, at which time the City Auditor will notify the waste company hired not to pick up any garbage from the person requesting this said item.~~

~~Any person with water service with no garbage pick-up will be responsible for the removal of any garbage without use of the City dumpsters or another resident's curbside pick-up place.~~

~~9-0103.— **DISCHARGE.** No person may discharge or cause to be discharged, any storm water, groundwater, roof runoff, yard drainage, yard fountain or pond overflow, or other surface waters into the sanitary collection system of the City of Horace between the dates of March 1 to November 30 during any calendar year. Before March 1, 2002, any persons, firm or corporation having a roof, sump pump, swimming pool discharge, or surface drain now connected and/or discharging into the sanitary sewer system shall disconnect and/or remove the same. Any disconnects or openings in the sanitary sewer system shall be closed or repaired in an effective, workmanlike manner, as approved by the City Engineer for the City of Horace.~~

- ~~1.— Every person owning improved real estate that discharges into the City's sanitary sewer system shall allow City employee(s) to inspect the building to confirm that there is no sump pump or other prohibited discharge into the sanitary sewer system during the prohibited time period. Any person refusing to allow their property to be inspected within fourteen (14) days of the date City employee(s) are denied admittance to the property shall immediately become subject to a surcharge hereinafter provided for.~~
- ~~2.— A surcharge of \$100.00 per month is hereby imposed and added to every sewer billing mailed on and after March 1, 2002, to property owners who are not in compliance with Paragraph 1 of this section. The surcharge shall be added every month through November, 2002, until and unless the property is in compliance. The surcharge shall continue to be levied monthly for the months of March through November (both inclusive) for every year on properties not complying with paragraph 1 of this section. Provided, the surcharge shall not be charged unless a property has been inspected and found not to be in compliance, or if the person owning improved real estate refuses to allow an inspection.~~
- ~~3.— When a structure is being constructed in the City of Horace, if at or prior to final inspection City staff determine that the sump pump connection has been illegally connected to the City's sanitary sewer system such that there will be a permanent discharge into the City's sanitary sewer system, there shall be levied a \$500 administrative fine against the general contractor for the structure found to be in violation. If after 24 hours after written notice from the City the general contractor has not remedied the situation so that the sump pump connection can be arranged so that no surface runoff or groundwater can enter into the City's sanitary sewer system from May 1 to November 30 of each year, there shall be an additional \$100 administrative fine for each day such a violation exists. In addition, the Building Inspector shall not issue another building permit within the jurisdiction of the Building Inspector of the City of Horace for that contractor until the violation has been remedied and any administrative fine has been fully paid to the City. A~~

contractor who is informed of the administrative penalty shall have seven (7) days from the date of his notification of the same to request, in writing, a hearing on the issue of whether or not the basis for the administrative penalty actually exists. Such letter must be filed with the City Auditor of the City of Horace. Upon receipt of such a letter, in a timely fashion the City Auditor shall set the matter for hearing at the next City Council meeting. The contractor claiming that the basis for the penalty is incorrect shall have the burden at that hearing to establish that the violation set forth by the City staff is, in fact, incorrect. The City Council shall either confirm the determination of violation by City staff or modify or eliminate the penalty if the evidence is such that it establishes no violation occurred.

~~9-0104. CERTAIN DISCHARGES OF STORM SEWER WATER DEEMED NUISANCE.~~

- ~~1. Discharges of storm water, groundwater, roof runoff, yard drainage, yard fountain or pond overflow, or other surface runoff waters into areas with inadequate drainage tend to create a harborage for insect and vermin infestations and are hereby deemed a nuisance. No owner, occupant or user of property therefore may discharge any storm water, groundwater, roof runoff, yard drainage, yard fountain or pond overflow, or other surface runoff waters in such a manner so as to allow the collection of the same on their property or other properties without proper drainage. Discharges of storm water, groundwater, roof runoff, yard drainage, yard fountain or pond overflow, or other surface runoff waters by the use of such devices as sump pumps must be made directly into the storm sewer system of the City of Horace or drainage ditches which run thereto.~~
- ~~2. No owner, occupant, or user of property abutting Park District property of the City of Horace shall cause or allow water from any spout, sump pump, or similar device to be directly or indirectly deposited on the Park District property. Similarly, no person shall deposit snow, earth, construction material, or other substance on Park District property of the City of Horace without written permission from the City Auditor of the City of Horace. Notwithstanding such written permission issued, no person shall deposit any material containing salt, sand, or other substance which may be harmful to vegetation or other Park District property.~~
- ~~3. The City Auditor of the City of Horace shall have the authority to issue letters to violators of this section. If the violation is not abated within the time set forth in the notice of violation, the City Attorney is authorized to prosecute such offenses in the Horace Municipal Court or to seek abatement in the District Court.~~

~~9-01050115. PENALTY. A violation of this chapter may be punishable as an infraction as set forth in Section 1-0211 of these ordinances.~~

1. Any person found to be violating any provision of this section shall be served by the City with written notice stating the nature of the violation and providing a reasonable time limit not to exceed thirty (30) days for the satisfactory correction thereof. The offender shall, within the period of time states in such notice, permanently cease all violations.

2. During the 30-day period, if the cited user is in disagreement with the public works supervisor's findings, the user may appeal to the City Council. The City Council shall upon receipt of an appeal, convene a meeting for the purpose of resolving the dispute within fifteen (15) days after receipt of the appeal. The City Council shall:
 - a. Issue notices of hearings requesting the attendance and testimony of witnesses and the production of evidence relevant to any matter involved in any hearing.
 - b. Take evidence.
 - c. Take a transcript of the proceedings for the public record.
 - d. Based on all evidence and testimony received, the City Council shall make a decision and notify both parties of such a decision.
3. Any person who shall continue any violation beyond the time limit in subsection 9-0115(2) (30 days) shall be guilty of a misdemeanor.
4. Any person who has appealed to the City Council and lost the appeal shall have fifteen (15) days in which to take action to correct the person's violation. At the end of fifteen (15) days if no action is taken the violator shall be guilty of a misdemeanor.
- ~~4.5.~~ Any person violating any of the provisions of this section shall become liable to the City for any expense, loss, or damage occasioned the City by reason of such violation.

SECTION 2. Section 9-0229 of Title IX of the Revised Ordinances of 2003 of the City of Horace, North Dakota, is hereby created and enacted to read as follows:

9-0229. **GARBAGE SERVICE.** Any person with water service requesting not to have garbage picked up at the water connected address should notify the City Auditor, at which time the City Auditor will notify the waste company hired not to pick up any garbage from the person requesting this said item.

Any person with water service with no garbage pick-up will be responsible for the removal of any garbage without use of the City dumpsters or another resident's curbside pick-up place.

SECTION 3. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

APPROVED:

Kory Peterson

Mayor of Horace, North Dakota

ATTEST:

Brenton Holper
Horace City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:



CITY OF HORACE:
CITY COUNCIL
STAFF REPORT

City of Horace City Council Staff Report

Entitlements Requested:	Subdivision	Zone Change	Design Review	Conditional Use	Variance	Lot Spilt	Other
Title:	7675 Jacks Way CUP & Rezone	City Council Date:	03/20/2023	Application Number:	CD-2023-01		
Parcel Number:	15038200040000		Staff Contact:		Jace Hellman		
Applicant:	76 Land, LLC/ Ben Woodside		Applicant Contact:		BMWWoodside@gmail.com		
Representative:	Same as Applicant		Representative Contact:		Same as Applicant		

Purpose

The applicant requests is requesting to rezone the property located at 7675 Jacks Way, Horace, ND 58047 from its current zoning district classification of C-2 (Town Center Commercial) to C-1 (Neighborhood Commercial). Additionally, the applicant has requested Conditional Use Permit approval in order to operate a convenience store and gas station within the C-1 zoning district.

Statement of Fact

Future Land Use Map Classification	The property is currently designated as Community Focus
Existing Land Use	Vacant lot within existing subdivision
Current Zoning	Town Center Commercial (C-2)
Area Size	2.50 acres
Adjacent Zoning Districts	North: S-R (Suburban Residential); East: C-2 (Town Center Commercial); South: C-2 (Town Center Commercial); West: PF (Public Facilities)
Land Dedication Requirements	None (Existing Industrial/Commercial Subdivision)

Consistency with Comprehensive Plan and Future Land Use Map

The proposed application is consistent with the Comprehensive Plan. The general area of these proposed applications is considered a Community Focus Area, which is expected to include a combination of higher density residential and commercial uses. While the C-1 zoning district may not be listed as a compatible zone, the intent of Community Focus Area is being met.

Discussion and Observation

The applicant is requesting to rezone the property from its current zoning district of C-2 to C-1. A portion of the property in question was previously zoned C-1, however with the platting and rezoning of Lakeview Heights 5th Addition, the replat/redrawn property was zoned C-2.

Currently, per Horace City Code 17.5.10 (3), Conditional uses shall not be located less than two hundred (200) feet from a residential district within the C-2 zone. Within the C-1 zone, there is no such restriction. Staff would note, the process of issuing a conditional use permit involves making sure that proposed uses do not pose an

impact to neighboring properties, and that the proposed uses would be compatible with their surroundings. It also allows the decision-making bodies of the City to apply additional conditions of approval to ensure impacts are limited. The nature in which a conditional use permit should be reviewed and approved is to ensure that surrounding uses are not impacted or diminished with the establishment of a use that requires a conditional use permit.

Per the submitted site plan, staff would note that no screening has been provided along the vehicle stacking areas associated with the car wash which runs parallel to 76th Avenue and directs towards County Road 17. While the site plan is preliminary in nature, staff would recommend that an additional condition be added to an approval requiring additional landscape screening along the north and northwestern property lines to mask/limit escaping vehicular lights from the vehicle stacking spaces onto adjacent properties and roadways.

If this Conditional Use Permit and Rezone is approved, a Design Review approval will be required prior to the issuance of a building permit.

Staff recommended that the Planning and Zoning Commission recommend approval of the proposed Rezone and Conditional Permit.

On February 28, 2023, the Planning and Zoning Commission voted 4-0 to recommend approval of the Rezone. Additionally, the Commission voted 4-0 to recommend approval of the CUP with the condition that additional landscaping/screening be required along the vehicle stacking spaces associated with the carwash.

Recommended motions

- 1) To accept the findings and recommendations of the staff report and approve the rezone for 7675 Jacks Way.
- 2) To accept the findings and recommendations of the staff report and approve the Conditional Use Permit for 7675 Jacks Way subject to the following condition of approval:
 - Additional landscaping/screening shall be required along the vehicle stacking spaces associated with the car wash.

Attachments

1. Rezone Application
2. CUP Application
3. Aerial Map
4. Site Plan



COMMUNITY DEVELOPMENT DEPARTMENT
215 PARK DRIVE EAST
HORACE, NORTH DAKOTA 58047
PHONE: 701.492-2972
E-MAIL: bvoigt@cityofhorace.com
www.cityofhorace.com

APPLICATION DATE

(mo/day/year) 02/02/23

ZONE CHANGE APPLICATION

1 PROPERTY OWNER INFORMATION

NAME (PRINTED): 76 Land, LLC
ADDRESS: 4266 38th Ave S. Fargo, ND 58104
PRIMARY PHONE: 701-541-3068
ALTERNATIVE PHONE: N/A
EMAIL: bmnwoodside@gmail.com

2 REPRESENTATIVE INFORMATION (DEVELOPER, SURVEYOR, ENGINEER)

NAME (PRINTED): Ben Woodside
ADDRESS: 4266 38th Ave S. Fargo ND 58104
PRIMARY PHONE: 701-541-3068
ALTERNATIVE PHONE: N/A
EMAIL: bmnwoodside@gmail.com

3 PROPERTY DETAILS

LEGAL DESCRIPTION: Lakeview Heights 5th ADDN Lot 4 Block 1
ADDRESS: 7675 Jacks Way, Horace ND 58047
CURRENT ZONING: C2
PROPOSED ZONING: C1 w/ CUP

4 BRIEF NARRATIVE DESCRIPTION OF REASON(S) FOR APPLICATION

Trying to rezone to a C1 w/ a CUP so that I can establish and develop a Holiday station. My understanding is the current zoning is C2 which doesn't allow a CUP w/in a certain amount of feet from a neighborhood which this location falls w/in that radius. Would like to get approved for a C1 which would allow us at our specific location to apply for a CUP + have a Holiday gas station establishment.
Thank you - Ben Woodside

8 SIGNATURE



OWNER SIGNATURE

02/02/23

DATE



REPRESENTATIVE SIGNATURE

02/02/23

DATE

ZONING CHANGE FEE SCHEDULE

ZONING CHANGE FEE—\$325.00

DATE FEE PAID: 02/02/23 - Check Mailed to Town

NOTE: A NONREFUNDABLE FILING FEE MUST BE ACCOMPANIED WITH THE APPLICATION AT TIME OF SUBMITTAL MADE PAYABLE TO THE CITY OF HORACE.

ACKNOWLEDGEMENT: WE HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE TO THE BEST OF OUR KNOWLEDGE AND THAT THE PRIMARY CONTACT NAMED ABOVE WILL BE CONTACTED IF ANY QUESTIONS ARISE AND WHEN THE PLAT HAS BEEN APPROVED AND APPROPRIATE COPIES ARE READY FOR RECORDING.



COMMUNITY DEVELOPMENT DEPARTMENT
215 PARK DRIVE EAST
HORACE, NORTH DAKOTA 58047
PHONE: 701.492-2972
E-MAIL: bvoigt@cityofhorace.com
www.cityofhorace.com

APPLICATION DATE

(mo/day/year) 02/02/23

CONDITIONAL USE PERMIT APPLICATION

1 PROPERTY OWNER INFORMATION

NAME (PRINTED): 76 Land, LLC
ADDRESS: 4266 38th Ave S, Fargo, ND 58104
PRIMARY PHONE: 701-541-3068
ALTERNATIVE PHONE: N/A
EMAIL: bmnwoodside@gmail.com

2 REPRESENTATIVE INFORMATION (DEVELOPER, SURVEYOR, ENGINEER)

NAME (PRINTED): Ben Woodside
ADDRESS: 4266 38th Ave S, Fargo ND 58104
PRIMARY PHONE: 701-541-3068
ALTERNATIVE PHONE: N/A
EMAIL: bmnwoodside@gmail.com

3 PROPERTY DETAILS

LEGAL DESCRIPTION: Lakeview Heights 5th ADDN Lot 4 Block 1
ADDRESS: 7675 Jacks Way, Horace ND 58047
CURRENT ZONING: ? Believe it's C2
PROPOSED LAND USE: Holiday Gas Station

- 4 PLEASE EXPLAIN THE FOLLOWING: How the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare of the citizens of Horace.
-

Applying a COP for a Holiday Gas Station, which is a standard necessity for most citizens. Operation of a C-Store is safe & beneficial for many citizens in the Horace community. Also w/ limited number of C-Stores, we believe this is a ~~great~~ opportunity for a new & improved C-Store to the area.

- 5 PLEASE EXPLAIN THE FOLLOWING: How the uses, values and enjoyment of other property in the area for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
-

The use of a Holiday gas station in Horace would be ~~most~~ the highest standard of a C-Store, professionally run, aesthetically appealing as it would be brand new. It's uses for citizens in Horace would be for a clean & positive C-Store experience & would not negatively affect other establishments that are already in place.

6 PLEASE EXPLAIN THE FOLLOWING: How the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding properties for uses permitted in the district.

There is only gas station in town. This permit would not bring excessively more C-Stores to the area. We are looking at putting up a very professionally & outstanding looking product for Horace which we believe would be compatible w/ surrounding properties & businesses.

7 PLEASE EXPLAIN THE FOLLOWING: How adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.

Access roads are vital importance for C-Stores. The fantastic access roads in place make it easy for citizens ~~to~~ to come to go from the property. There are multiple access routes to our location which benefits customers. Key feature is visibility which is why we bought the location we have now. From our understanding ~~an~~ adequate utilities / drainage / & site improvements are already in place.

- 8 PLEASE EXPLAIN THE FOLLOWING: How adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic impact on the area.
-

See approved plat.

- 9 PLEASE EXPLAIN THE FOLLOWING: How the conditional use shall conform to all applicable regulations of the district in which it is located.
-

We will follow rules & regulations for the district. We believe there is a need for a Holiday in Horace & we will conform to any and all conditional use regulations.

10 BRIEF NARRATIVE DESCRIPTION OF REASON(S) FOR APPLICATION

Establishing a Holiday Gas Station in Horace. Due to the new zoning structure we are asking for a CUP to approve a Holiday station.

☐ PLEASE VERIFY THAT SITE PLAN IS SUBMITTED WITH APPLICATION TO SUPPORT NARRATIVE

11 SIGNATURE



OWNER SIGNATURE

02/02/23

DATE



REPRESENTATIVE SIGNATURE

02/02/23

DATE

CONDITIONAL USE PERMIT FEE SCHEDULE

CONDITIONAL USE PERMIT FEE—\$325.00

DATE FEE PAID: 02/02/23 - Mailed check to Jace.

NOTE: A NONREFUNDABLE FILING FEE MUST BE ACCOMPANIED WITH THE APPLICATION AT TIME OF SUBMITTAL MADE PAYABLE TO THE CITY OF HORACE.

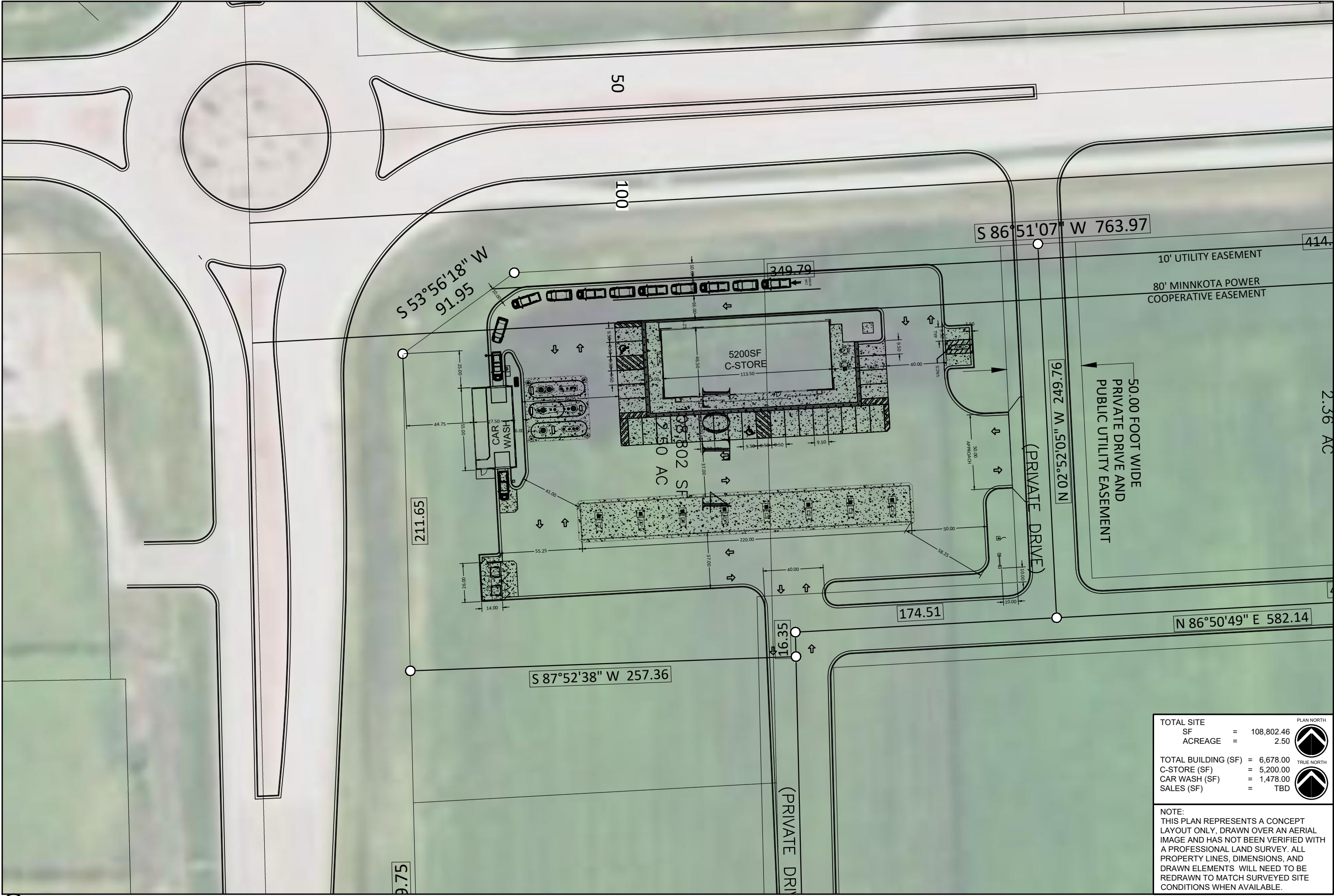
ACKNOWLEDGEMENT: WE HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE TO THE BEST OF OUR KNOWLEDGE AND THAT THE PRIMARY CONTACT NAMED ABOVE WILL BE CONTACTED IF ANY QUESTIONS ARISE AND WHEN THE PLAT HAS BEEN APPROVED AND APPROPRIATE COPIES ARE READY FOR RECORDING.



7675 Jacks Way
Rezone and CUP
Vicinity Map with Current Zoning



G:\CAD\STATION\NONUMBER\G\Horace, ND - South of Fargo\76th Ave South and CR 17 SEQ\Concept Drawings\CKNT_HoraceND_STP\pt1.dwg, 11/2/2022 4:35:56 PM,
DWG To PDF.pc3



1 PROPOSED SITE PLAN - WITH AERIAL OVERLAY
1.0A SCALE : 1" = 60'-0"

TOTAL SITE

SF = 108,802.46

ACREAGE = 2.50

TOTAL BUILDING (SF) = 6,678.00

C-STORE (SF) = 5,200.00

CAR WASH (SF) = 1,478.00

SALES (SF) = TBD

NOTE:

THIS PLAN REPRESENTS A CONCEPT LAYOUT ONLY, DRAWN OVER AN AERIAL IMAGE AND HAS NOT BEEN VERIFIED WITH A PROFESSIONAL LAND SURVEY. ALL PROPERTY LINES, DIMENSIONS, AND DRAWN ELEMENTS WILL NEED TO BE REDRAWN TO MATCH SURVEYED SITE CONDITIONS WHEN AVAILABLE.

PLAN NORTH

TRUE NORTH



CIRCLE K STORES INC.
NORTHERN TIER BUSINESS UNIT

STORE 0000
CASS COUNTY ROAD 17
& 76TH AVENUE SOUTH
HORACE, MN

Parcel ID:
Zoning Designation (Current):
Overlay District:
Parcel Size:
Setbacks: Building Buffers
Front
Side
Rear
Parking
- Required Retail: 1 per 250 gross SF floor area
- (5200) / 250 = 21
- Provided:
- Standard (8.5x18') = 28
- ADA Space (9.5x18' with Access Stall = 2
- TOTAL PROVIDED: 28

REVISION DESCRIPTION
REV # DATE
PROJECT:
PROPOSED NEW CONSTRUCTION
OPTION / REVISION:
OPTION 1
DATE: 11/1/2022 DRAWN BY: BDB
STORE #0000
C 1.0A

STORE 0000
CASS COUNTY ROAD 17
& 76TH AVENUE SOUTH
HORACE, MN

Parcel ID: _____

Zoning Designation (Current): _____

Overlay District: _____

Parcel Size: _____

Setbacks:	Building	Buffers
Front		
Side		
Rear		

Parking

- Required: Retail: 1 per 250 gross SF floor area
- (5200 / 250) = 21
- Provided:
- Standard (9.5x18') = 26
- ADA Space (9.5x18' with Access Stall = 2
- TOTAL PROVIDED: 28

[illegible]

PROJECT: _____

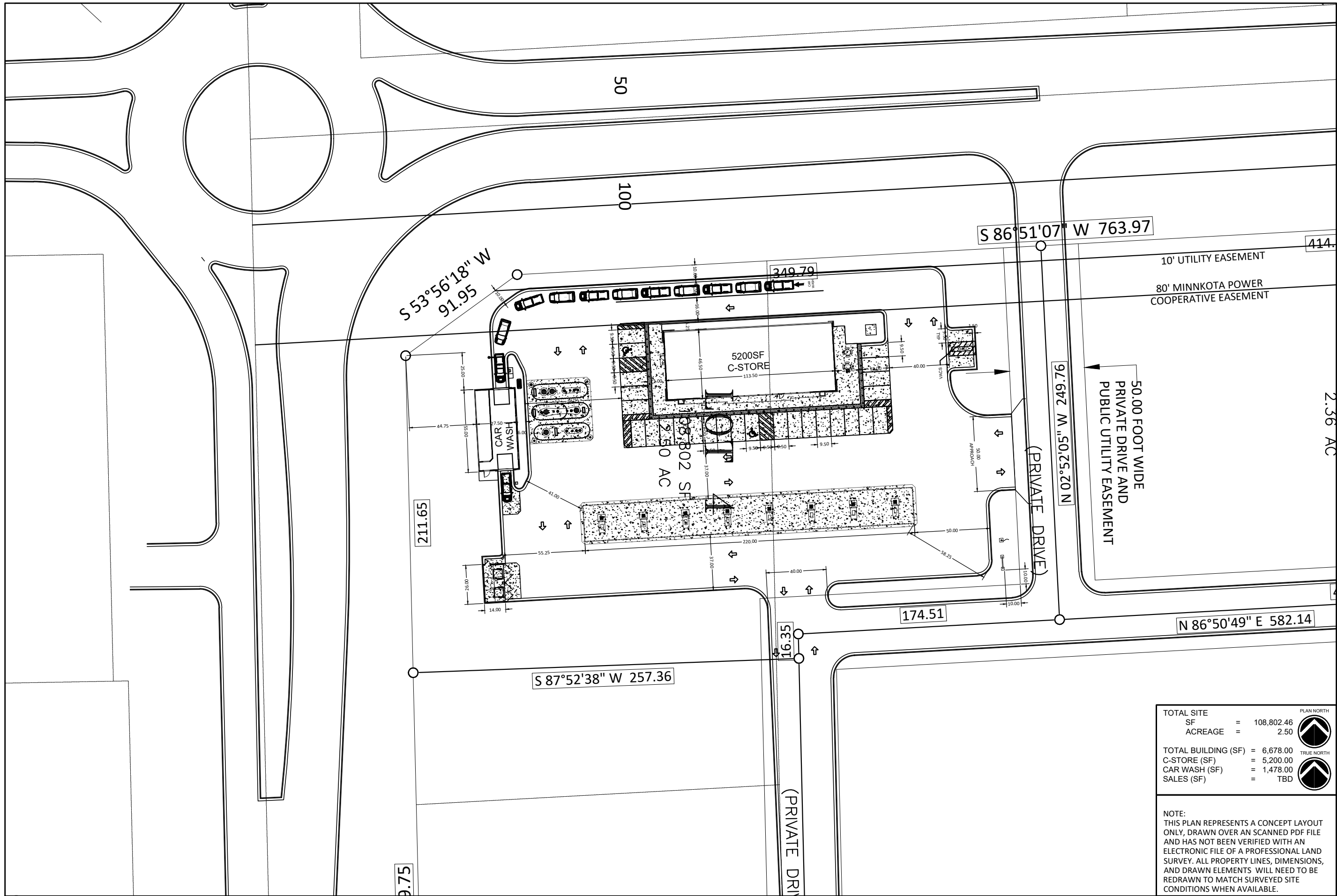
PROPOSED NEW CONSTRUCTION

OPTION / REVISION:
OPTION 1

DATE: 11/1/2022 DRAWN BY: BD

STORE #000

C 1.0W



1 PROPOSED SITE PLAN
1.0W SCALE : 1" = 60'-0"

TOTAL SITE		
SF	=	108,802.46
ACREAGE	=	2.50
TOTAL BUILDING (SF)	=	6,678.00
C-STORE (SF)	=	5,200.00
CAR WASH (SF)	=	1,478.00
SALES (SF)	=	TBD



NOTE:
THIS PLAN REPRESENTS A CONCEPT LAYOUT
ONLY, DRAWN OVER AN SCANNED PDF FILE
AND HAS NOT BEEN VERIFIED WITH AN
ELECTRONIC FILE OF A PROFESSIONAL LAND
SURVEY. ALL PROPERTY LINES, DIMENSIONS,
AND DRAWN ELEMENTS WILL NEED TO BE
REDRAWN TO MATCH SURVEYED SITE
CONDITIONS WHEN AVAILABLE.

AMENDED ORDINANCE NO. 2021-02

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF HORACE, NORTH DAKOTA, AS ADOPTED IN SECTION 17.4.2 OF THE REVISED ORDINANCES OF 2003 OF THE CITY OF HORACE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HORACE, NORTH DAKOTA:

SECTION 1. Amendment. The Official Zoning Map of the City of Horace, North Dakota, as adopted in Section 17.4.2 of the Revised Ordinances of 2003 of the City of Horace, North Dakota, is hereby amended as follows:

Lot 11, Block 1 of the following described area shall be and the same is hereby rezoned from an A (Agricultural) District to PF (Public Facility) District; and

Lots 1-10 & 12-22, Block 1, Lots 1-7, Block 2, Lots 1-15, Block 3, Lots 1-16, Block 4 of the following described area shall be and the same is hereby rezoned from an A (Agricultural) District to R-6 (High Density Residential) District:

A replat of Lot 5, Block 5 of Terra Gardens Addition to the City of Horace, Cass County, North Dakota (to be known as Terra Gardens Third Addition).

SECTION 2. Amendment of Zoning Map. The proper City Officials are hereby authorized to amend and change the City Zoning Map to correspond thereto.

SECTION 3. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

Kory Peterson, Mayor

ATTEST:

Brenton Holper, City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

AMENDED ORDINANCE NO. 2022-08

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF HORACE, NORTH DAKOTA, AS ADOPTED IN SECTION 17.4.2 OF THE REVISED ORDINANCES OF 2003 OF THE CITY OF HORACE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HORACE, NORTH DAKOTA:

SECTION 1. Amendment. The Official Zoning Map of the City of Horace, North Dakota, as adopted in Section 17.4.2 of the Revised Ordinances of 2003 of the City of Horace, North Dakota, is hereby amended as follows:

Lots 2-14, Block 1; Lots 1-4, Block 2; Lots 1-4, Block 3; and Lots 1-11, Block 4 of the following described area shall be and the same is hereby rezoned from an A (Agricultural) District to R-4 (Intermediate Density Residential) District; and

Lots 2-30, Block 5; Lots 1-59, Block 6; Lot 1, Block 7; Lots 1-14, Block 8; Lots 1-26, Block 9; Lots 1-23, Block 10; Lots 1-23, Block 11; and Lots 1-10, Block 12 of the following described area shall be and the same is hereby rezoned from an A (Agricultural) District to R-6 (High Density Residential) District; and

Lot 1, Block 1; Lot 5, Block 3; and Lot 1, Block 5 of the following described area shall be and the same is hereby rezoned from an A (Agricultural) District to PF (Public Facility) District:

A replat of part of Lot 47, and all of Lots 49 & 50, Block 6 of Cub Creek First Addition, and a plat of part of the Southeast Quarter of Section 17, Township 138 North, Range 49 West, City of Horace, Cass County, North Dakota (to be known as Cub Creek Second Addition).

SECTION 2. Amendment of Zoning Map. The proper City Officials are hereby authorized to amend and change the City Zoning Map to correspond thereto.

SECTION 3. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

Kory Peterson, Mayor

ATTEST:

Brenton Holper, City Auditor

Date of First Reading:
Date of Second Reading:
Date of Publication:

AMENDED ORDINANCE NO. 2022-15

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF HORACE, NORTH DAKOTA, AS ADOPTED IN SECTION 17.4.2 OF THE REVISED ORDINANCES OF 2003 OF THE CITY OF HORACE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HORACE, NORTH DAKOTA:

SECTION 1. Amendment. The Official Zoning Map of the City of Horace, North Dakota, as adopted in Section 17.4.2 of the Revised Ordinances of 2003 of the City of Horace, North Dakota, is hereby amended as follows:

Lot 1, Block 1; Lots 1-8, Block 2; Lots 1-16, 18-26, Block 3; and Lots 1-3, Block 4; Lots 1-8, Block 5; Lots 1-13, Block 6; Lots 1-16, Block 7; Lots 1-10, 12-28, Block 8; Lots 1-3, 5-6, and 8-16, Block 9 of the following described area shall be and the same are hereby rezoned from an A (Agricultural) District to an R-4 (Intermediate Density Residential) District; and

Lot 17, Block 3; Lot 11, Block 8; and Lots 4, 7, 17, and 18, Block 9 of the following described area shall be and the same are hereby rezoned from an A (Agricultural) District to a PF (Public Facilities) District:

Parts of the Northwest Quarter, the Southwest Quarter of the Northeast Quarter, and the North Half of the Southwest Quarter, all in Section 18, Township 138 North, Range 49 West, City of Horace, Cass County, North Dakota (to be known as River's Edge Second Addition).

SECTION 2. Amendment of Zoning Map. The proper City Officials are hereby authorized to amend and change the City Zoning Map to correspond thereto.

SECTION 3. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

Kory Peterson, Mayor

ATTEST:

Brenton Holper, City Auditor

Date of First Reading: September 6, 2022
Date of Second Reading: September 19, 2022
Date of Amended Reading: March 20, 2023
Date of Publication:

annual easter event april 1

2:00 p.m. Easter Activities
in the Church Social Hall

3:00 p.m. Easter Egg Hunt
on the Church Lawn
Fill your basket!
Win prizes!



OhnstadTwichell
attorneys

Your life. Your law firm.



live first



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